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# Westlake Townhome Owners Association

## Board of Directors Meeting

### Annual Meeting

### June 3, 2026

### Minutes

#### A. CALL TO ORDER

Carla Kurtz called the meeting to order at 7:00 pm.

Present: Jim Lennon, Becky Davis, Tim Cherwin, Steve Hochberg, John Pappanduros, Alexis Kalish, Carla Kurtz

Absent: None

Treasurer: Mike Grilli (Present)

Association Manager: Paul Henderson (Present)

#### B. Introduction of Directors, Officers and Others

The Board introduced themselves to the residents in attendance.

#### C. Establishment of Annual Meeting Notices to Owners

Carla Kurtz confirmed with the Board and the Manager that proper notice had been given and notices had been mailed for the 2026 Annual Meeting.

#### D. Establishment of a Quorum

Carla Kurtz confirmed that with the number of residents in attendance and the number of proxies received that a quorum had been established. (75 between Proxies and Owners in Attendance)

#### Election Procedure

#### A. Proxy Committee

Carla Kurtz asked if the Proxy Chairperson is present. Wally Krentz of 183 Acorn Lane is the Proxy Chairperson and is present.

B. Appoint two Election Judges

Carla Kurtz stated that we need election judges. Wally Krentz of 183 Acorn Lane and Patrick Davis of 232 Lakeshore Lane stated they would count the ballots and proxy votes.

C. Balloting and Proxy Procedure

Carla Kurtz explained that members must sign in to vote. Carla went on to explain that the members must be current in their monthly assessment to vote and that only one vote per unit may be cast.

D. Present of Proxy

Carla Kurtz asked if anyone that had filled out a proxy vote would like to withdraw that vote and vote in person. Nobody pulled their proxy vote.

E. Report from Nominating Committee

Carla Kurtz reported that Tim Cherwin is the Nominating Chairperson.

Tim Cherwin stated that there are three (3) openings for Board Members. Tim further stated that we have 4 candidates that are running: Lennon, Cherwin, Kalish and Magett

F. Nominations from the Floor

Carla Kurtz asked for nominations from the floor. None

G. Candidate Speeches

Each of the candidates gave brief speeches about why they would like to serve on the Board of Directors. Resumes attached.

H. Balloting

Carla Kurtz asked for all present to cast their votes.

I. Counting of the Ballots and Proxies

Wally Krentz along with Patrick Davis then proceeded to count all proxies and ballots.

General

A. State of the Association

Attached to these minutes.

B. Committee Reports

1. Architectural and Exterior Maintenance

TIM CHERWIN, Chairman of the Exterior Maintenance stated we continued with general maintenance and contract projects. Tim noted that during the roofing project, we have found that a lot of bad underlayment exists. This has increased the overall cost of the project. Tim reviewed the spreadsheet with the total money spent last year. Spreadsheet attached to the minutes.

2. Finance

MIKE GRILLI, Treasurer, reported on the financial state of the Association. Mike mentioned that the Financial Reports are available to all members, (COPY ATTACHED) but the final report from the Auditors has not been received as of this date. Mike also spoke about delinquencies over the past few years. Mike also explained that a reserve study will be done this year. Mike said that the Association Dues are now \$224.00 per month.

2. Landscape Maintenance

JIM LENNON reported we use Premier as our landscape contractor. We are meeting with their management on a weekly basis and performing site inspections. The lack of heavy snow contributed to landscape expenses being under budget. After the large projects are completed landscape maintenance will be looking into some larger projects. Jim reviewed the costs of each contract we currently have. Attached to the minutes.

3. Rules

JOHN PAPPANDUROS reported that the rules committee has developed solar panel installation guidelines and removeable structure guidelines. The rules and regulations for the association were reviewed last year.

4. Social Activities

BECKY DAVIS AND ALEXIS KALISH reported on the Social Activities. They reported the committee is trying new things to try and get more people to come out. Becky stated they are always looking for new ideas that the community might enjoy. They have a survey out with a QR code. It was noted that the adult activities have not been going well as far as attendance. The kids activities have been ok, but they still need more help.

C. Treasures Report

Mike Grilli covered all items in the Finance Report. His report is attached.

D. General Question and Answer Period (Judy Riley asked about tree maintenance)

E. Announcement of Election Results

Carla Kurtz reported the tallies results from the proxies and ballots.

Jim Lennon	68 Votes
Tim Chewin	67 Votes
Alexis Kalish	59 Votes
Linda Magett	14 Votes

The 2026 Board Members Elect are:

Jim Lennon, Tim Cherwin and Alexis Kalsih are elected for 3 years.

F. Adjournment

Carla Kurtz adjourned the meeting at 7:51 P.M.

*Minutes by **Paul W. Henderson***