

**WESTPARK OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**May 4, 2022**

***Called to order*** at 6:05 pm.

***Present:*** Board members Melissa Johnson, Ken Pugh, Heather O'Connell, Paul McGee (telephonically); PMSI Representative Jaszlynn Irwin.

***Agenda Approval:*** The agenda was approved as amended (Recognition under New Business) by a motion duly made (Ken) and seconded (Heather).

***Previous Meeting Minutes:*** The March 3, 2022 meeting minutes were unanimously approved as corrected (typo – header date) by a motion duly made (Heather) and second (Ken).

***Financial Reports:*** The April 30, 2022 income & expense statement and balance sheet were provided for review. Inquiry on miscellaneous (picnic tent rental). The financials were accepted by a motion duly made (Ken) and seconded (Heather). Board members receive a complete financial statement monthly via email.

**Unfinished Business:**

***Community Inspection*** – Completed March 3, 2022. Report will be emailed to the Board. Melissa mentioned that there were quite a few dead lawns last year and would like to see more action taken this summer.

***Neighbor Concerns*** – 5893 KFL split rail fence post damaged during sidewalk snow clearing (pending vendor repair).

***Trails*** – Melissa contacted the municipality and was not able to confirm a 4-foot requirement along trails. Management also has an inquiry into the municipality to confirm.

***Broken Entry Monument*** – To be repaired in approximately 30-days.

**New Business:**

***Annual Garage Sale*** – The annual garage sale is scheduled for June 11<sup>th</sup>.

***Annual BBQ*** – The annual community BBQ is scheduled for June 15<sup>th</sup>, 6 pm. Heather suggests a raffle at the BBQ to encourage more participation. Melissa moved to approve four (4) \$50 gift cards from Bell's Nursey, Heather seconds, motion carries with none opposed.

***Outstanding Design Review*** – None at this time.

***Next Meeting*** – The next Board meeting will be June 1<sup>st</sup>, 6:00 pm.

There being no further business to discuss, the meeting was officially adjourned at 6:42 pm by a motion duly made (Ken) and seconded (Heather).