

**Westwood Park Association
Meeting Minutes
October 21, 2015 - 7 p.m.
676 Miramar Ave.**

MINUTES

I. Roll Call

Present: Kate Favetti, Kathy Beitiks, Caryl Ito, Linda Judge, Ravi Krishnaswamy, Anita Theoharis
Excused: Tim Emert
Guest: Laura Frey

7 - 7:30 p.m. - Westwood Park residents' opportunity for questions and comments. The Westwood Park Association will commence its business meeting promptly at 8:00 p.m. Residents are welcome to stay to observe.

**II. Approval of Minutes August 18, 2015
Approval of Minutes Annual Meeting September 12, 2015
Approval of Minutes Special Meeting October 6, 2015
Approval of Electronic Vote on WPA Neighborhood Flyer**

Caryl made a motion to approve the Minutes from August 18, September 12 and October 6, as well as ratify the electronic vote on the neighborhood flyer regarding the Balboa Reservoir meeting; seconded by Linda; approved, 5-0 (one abstention)

III. Election of Officers

Linda made a motion to approve the following list of officers for the 2015-16 Westwood Park Association board; seconded by Caryl; approved, 6-0.

President: Kate Favetti
Vice President: Anita Theoharis
Secretary: Kathy Beitiks
Co-Treasurer: Caryl Ito
Tim Emert: Member-at-Large
Ravi Krishnaswamy: Member-at-Large
Linda Judge: Member-at-Large

In addition, Kate agreed to temporarily assist with treasurer duties.

IV. Co-Treasurer's Reports

A. *Account Balances* – Kate

Checking: \$49,925.04 **Savings:** \$40,825.85 **Total:** \$90,750.89 (as of 10/31/2015)

B. *Dues and Lien collections* – Kate

Kate said that funds from dues and liens continue to arrive.

C. *Outgoing Checks* – Caryl

#1240 – \$672.80; Dragon Printing; newsletter, postage, printing services

#1241 - Void

#1242 - \$732.69; SF Tax Collector; back taxes for San Ramon right of way

#1243 - \$683.24; Roxie's; WPA Annual Meeting sandwiches

#1244 - \$112.96; AT&T, monthly phone service

#1245 - \$435; Deepa Balgobin; reimburse for Annual Meeting barricades from Action Rentals

#1246 - \$87.74; Deepa Bhat; reimburse for Annual Meeting supplies

#1247 - \$184.97; Ray Favetti; reimburse for Annual Meeting supplies (ice, kids' tables, Costco)

#1248 - \$240; Tim Emert; reimburse for bench removal on Plymouth Green

#1249 - \$604.38; Norcal; Annual Meeting porta potty

#1250 - \$51.08; AT&T; monthly phone service

V. Committee Reports

A. *Website Update* – Ravi

Ravi continues to upgrade the website. He will research the process for linking email announcements from neighbors@westwoodpark.com to the website.

- B. *Newsletter* – Kathy
Deadline for the Winter Newsletter will be in mid-January. Specific dates for article deadlines will come later. Ideas for articles are welcome.
- C. *Centennial Committee* – Kathy
Kathy presented the draft of a proposed budget for the Centennial Committee. However, the engraved brick project, which is the source of proposed donations, may not come to fruition due to Greg Clinton's announcement that he regretfully will no longer lead the project. The Centennial Committee will meet to discuss the direction it wants to take in light of Greg's announcement.
- D. *Common Area Maintenance* - Anne
No Report
- E. *Planning and Zoning* – Anita
Anita asked for a ratification of the electronic vote that was taken to approve the remodeling project at 14 Southwood Drive; seconded by Linda; approved, 5-0.
She reported that a notice of violation for 1398 Plymouth was issued and it has been corrected (shed removal, etc.) She will check on the status of the window design.
- F. *Balboa Reservoir Proposed Development Committee* – Linda Judge
To be convened at 6:30 as a Committee of the Whole
There was a brief discussion and comments about the Oct. 19 Balboa Reservoir Development Community Advisory Committee (CAC) meeting.
- G. *Ocean Avenue Association (OAA)* – Kate
Kate reported that Philz Coffee will open in the Mercy Housing Building; an Indian/Pakistani restaurant is opening; a juice bar will open soon; Happy Vape has not yet opened; 1325 Ocean is adding apartments; Avenue Bar is negotiating a move from to 1831 Ocean – which was originally a saloon from 1895; playground space in the area is being sought; Target is opening October 25; an application for designation of Ocean Avenue as an arts and entertainment district is in the works; the Japanese karaoke restaurant on Ocean@Granada is aiming to open in January 2016; Unity Plaza will open in 2016.

VI. Old Business

- A. *Annual Meeting Debrief*
Kate reported that the Annual Meeting was a success and thanked board members for their help. More residents attended this year than in the past; no sandwiches were left over; 17 tables were used for several different organizations and residents; 70 chairs were rented and the new Annual Meeting Committee had great ideas. The budget was \$2,087, with expenses coming in at \$2,126.

VII. New Business

- A. *Symphony Tickets* – Kate
Information about specially priced symphony tickets available for residents will be announced in the newsletter.
- B. *Halloween* – Kate
Linda volunteered her daughter Maddie to help with judging the Halloween Home Decorating Contest.
- C. *Co-Treasurer/Bookkeeper/Income Accounting Responsibilities* – All
It was agreed that by the end of the year the board will decide whether or not to retain the services of a professional accounting service.
- D. *Project/Common Area Maintenance Board Oversight responsibility* – All
Anita made a motion to require non-board member committee chairs to submit a monthly report and be assigned a board liaison; seconded by Linda; approved, 5-0.
- E. *All Communications/Website* – All
There was a discussion on the most efficient way to handle communications with Westwood Park residents.

VIII. Next Meeting: November 17, 2015, 7 p.m.

IX. Adjournment

Linda made a motion to adjourn at 9:42 p.m.; seconded by Caryll; approved 5-0.

*Respectfully Submitted,
Kathleen Beitiks, Secretary
Westwood Park Association*

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