

Westleaf Manor HOA

29758 Woodstone Court
Elkhart, IN 46517

Recipient's Name

Street Address

Address 2

City, ST ZIP Code



Westleaf Manor Homeowners' Association

President: Andrew
Namenye Vice President: Suzette
Jaskolka Treasurer: David Kotecki

Secretary: Lisa Regan
At-Large: Ron Newcomer

HOA Meeting Minutes

Nov. 19, 2015

- Homeowners in attendance: Dixon, Strubble, Thompson, Thompson, Cline, Kelly, Tyler, Stanton, Barbour, Namenye, Newcomer, Wise, Huxhold, Kinsell, Regan
- New business-
 - President Andrew Namenye, Vice-president Suzette Jaskolka, and Treasurer David Kotecki have submitted their resignations. Will need to elect new officers.
 - Discussed the responsibilities for each position.
 - New officers-
 - President-Joyce Dixon
 - Treasurer-David Thompson
 - Vice-president-no one was interested in the position. By-laws state that the position is optional.
 - Secretary-Lisa Regan will remain as secretary.Changes will be made officially online with in.gov.
 - David Thompson will be in contact with the previous

treasurer regarding the transition.

- o Security concerns-
 - There has been a rash of breakins in recent weeks. Jeremy Tyler shared with the group several security options. Most are expensive and/or time consuming. They may record people who are not interested in being recorded. Encouraged homeowners to take care of security at their own homes if they were interested. Also keep an eye out for suspicious activity. Alert the police and other homeowners if they see something.
- Old business-
 - o Once again discussed the possibility of installing streetlights, stop signs, and speed humps in an effort to increase security and slow people down who are speeding. Jeremy Tyler volunteered to look into the options and costs and report back to the HOA board.
 - o We continue to have an issue with unpaid dues from several homeowners. In particular we

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have one who is two years in arrears and one who is three years in arrears. Both homeowners have received reminder notices and an attempt was made to contact them via registered mail. One homeowner picked up the letter but didn't respond, the other did not pick up the letter. Various options were discussed in an effort to receive payment-lien, small claims court, incur fees on an annual basis. It was decided to impose annual fees on homeowners in arrears. They will receive notice of such fees. Fees will continue to accrue and notice will be given to the realtor and title company when the homes are sold. Lisa Regan will compose the letter and consult with Andrew Namenye, who is an attorney, and share it with the HOA Board before it is sent.

Lisa Regan

Westleaf HOA secretary

December 5, 2015

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