

Willow Creek 3 HOA
Board Meeting Minutes
April 9, 2020
(Teleconference meeting)

CALL TO ORDER – President, Aidan O’Shea called the meeting to order at 6:12 p.m.

ROLL CALL – Board members present: Aidan O’Shea, Jerry Grant, Bob Bartlett, Fred Kremer, Martin Garrity, Betsy Alexander and Bryan Zach. Greg Coleman of SCRES was also present. Quorum was established.

HOMEOWNER FORUM –

H/O reported the concrete in front of 8291 needs to be ground down. Safety hazard.

COMMITTEE AND OFFICER REPORTS –

- **Landscape – JBK**: Reg/JBK reported JBK reported services in full swing. Spring cleanup and fertilizing beginning. Has a full staff of employees.
- **ACC**: Jeff Stevens reported the Spring walk about was completed March 4th and letters were sent. Not a lot of ACC requests to date.
- **Social**: All social events are on hold.
- **Website**: Jeff Stevens reported he is upgrading his computer/website skills. There are about 1,000 hits per month on website.
- **Welcoming Committee**: No new homeowners received greetings from welcome committee due to COVID-19.
- **Pool**: Landon w/Perfect Pools reported they can have the pool up and running as soon as quarantine restrictions are rescinded. It will be business as usual. Will wait for Board direction before opening pool.
- **Tennis Court Committee**: Tennis courts not opening due to COVID-19. No report. Courts closed until further notice. Social distancing not being respected.
- **Paver Committee**: Installer on hold, considered nonessential. Aidan to respond to H/O re: paver install upgrade.
- **Swim Team / Pool**: No timing known until May 1st. No clearance date. USA Swimming has suspended all activity until 4/30. Not taking registrations due to the hassle of refunding money should season be cancelled.

APPROVAL OF MEETING MINUTES:

The March 12, 2020 minutes were submitted to the Board to review and approval for audit.

Motion to approve of the March 12, 2020 Board meeting minutes for audit as written was made by Jerry Grant and seconded by Fred Kremer. Motion passed.

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APPROVAL OF THE MARCH 2020 FINANCIAL REPORTS:

The March 2020 Operating Report was submitted to the Board for review and approval for audit.

Motion to approve for audit the March 2020 financial report was made by Martin Garrity and seconded by Jerry Grant. Motion passed.

The Board approved a financial contingency management plan to be put into place during COVID-19. The Association will not charge late fees for delinquent assessment dues or pursue any legal action against homeowner. ACC violation fines will be suspended and no legal action will be pursued against homeowner. This plan will be in effect until end of August at which time it will be readdressed.

MANAGING AGENT REPORT:

Action Item List: Greg

- Board would like a 3rd bid provided for pool bathroom renovation. Greg to provide Bryan with the scope of work given to contractors for this project.
- Bryan to put together a general scope of work to get to Aidan and Greg for tennis courts.
- Alleys need to be picked for the paving project.
- There has been no response from #11 owner in regards to his exterior maintenance violation.

Motion to place a lien on #11 (action item report) was made by Jerry Grant and seconded by Bob Bartlett. Motion passed.

Delinquency Status Report: The Delinquency report was submitted to the Board for review.

Collection Status Report: Status report from attorney submitted to Board for review.

UNFINISHED BUSINESS

- A. Tennis Court Lessons. There was discussion regarding points in contract which included the number of courts the tennis instructor may use for lessons at one time. How to reserve courts.

Motion to allow tennis instructor the use of 2 courts at any one time and to reserve courts through the tennis club was made by Martin Garrity and seconded by Bob Bartlett. Motion passed.

- How many WC3 homeowners need to be in lesson group.

Motion to require one WC3 homeowner in each group of lessons was made by Martin Garrity and seconded by Jerry Grant. Motion passed.

- Signage.

Motion to allow signage to be posted throughout community for three (3) weeks after courts opening and to allow one (1) permanent sign by the tennis courts was made by Martin Garrity and seconded by Fred Kremer. Motion passed with 5 yes and 2 no.

The Board would like a clause in contract stating any points of contract not abided by are grounds for termination

NEW BUSINESS

- A. Tennis Court Closure.

Motion to keep tennis courts closed until April 30th was made by Martin Garrity and seconded by Bryan Zach. Motion passed.

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B. Pool Opening. Per Tri-County Health Organization all pools are closed until further notice. There was discussion regarding when Perfect Pools should start preparing for the opening of pool. It was decided the arbitrary date for not opening pool for season would be 7/1/2020.

Motion to have Perfect Pools not prepare pool for opening until clear guidance is given was made by Martin Garrity and seconded by Fred Kremer. Motion passed.

ADJOURNMENT:

Motion to adjourn meeting was made by Martin Garrity and seconded by Jerry Grant. Motion passed.

There being no further business before the Board the meeting was adjourned at 8:01 p.m.

Next Board meeting will be held on Thursday, April 9, 2020 at 6:00 p.m. in the Clubhouse.

Respectfully submitted,

Marta Yates

Recording Secretary

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