

The Willow Creek Homeowners Association No. 3 Board of Directors Meeting

January 14, 20201
Via Teleconference Meeting

MINUTES

I. CALL TO ORDER/ROLL CALL

The Willow Creek Homeowners Association No. 3 Board of Directors Meeting was called to order at 6:04 p.m. Board members attending were Aiden O'Shea, Jerry Grant, Bob Bartlett, Fred Kramer, Betsy Alexander, MaryBeth Doerr, and Bryan Zach. Also attending was Sabrina Lopez, CMCA, AMS and Blair Laing representing HG Management. The meeting was held via teleconference due to Covid-19 requirements.

II. HOMEOWNER FORUM

The owners present were allowed an opportunity to bring any items of discussion to the board.

III. COMMITTEE & OFFICER REPORTS

- A. Landscape: JBK – Reg Craigo provided an update on the landscape.
- B. ACC: Jeff Stevens reported that ACC's were slow with one request received.
- C. Social: Fiona O'Shea - There was nothing to report.
- D. Website: Jeff Stevens reported that the website works great. The zoom meeting link is also on there.
- E. Welcoming Committee: Welcome packets were delivered.
- F. Pool: Perfect Pools – There was nothing to report.
- G. Tennis Committee: There was nothing to report.
- H. Grounds/Amenities Committee: Betsy Alexander reported making great head way with a consensus on a layout for phase 1 with phase 2 and 3 also identified. Bryan Zach and HG Management will work with Randy from Sport Court of the Rockies on further details and discussion on the multi-use court for court #5 based on the agreed upon layout.

IV. MINUTES

A motion was duly made, seconded, and unanimously carried to accept the December 10, 2020 Board Meeting Minutes as presented.

V. FINANCIAL REPORT

The 2020 YE financials are in production. They were not available to present.

Delinquencies were reviewed by the board. Total delinquencies are \$24,589.90. Further review by Jerry Grant and Betsy Alexander will be completed to come up with a plan to reduce the delinquencies. A note about past due accounts will be placed in the newsletter in an effort to reach out to the community about this important matter.

The status report from Moeller Graf was provided for the board's review. The board requested a meeting to discuss the accounts they currently have.

VI. MANAGEMENT REPORT

The management report was presented to the board.

VII. UNFINISHED BUSINESS

A. **Asphalt and Concrete Repairs** – Pending updated proposal from Asphalt Doctors.

VIII. NEW BUSINESS

- A. **RBC Recommendations** – Jerry presented his recommendations and approval on the RBC accounts as presented by Nicole Bailey with RBC. A motion was duly made, seconded and unanimously carried to place \$70,000 in a 3-month CD at .5% from Townhouse Alley and \$50,000 in a MBS at 1.50% from the general reserves with RBC.
- B. **Clubhouse Exterior Updates**– Scope of work requested, scope to include painting of the clubhouse along with repairs as needed to the exterior before painting. The paint color is to remain the same. Pool Fence repairs is also needed.
- C. **Action Outside of a Meeting Ratification** – No action taken.
- D. **Xeriscape guidelines** – The ACC provided recommended xeriscape guidelines for board review. A motion was duly made, seconded and unanimously carried to accept the xeriscape guidelines as presented.

IX. CORRESPONDENCE/REPORTS

Homeowner correspondence and reports were included for review by the board.

X. EXECUTIVE SESSION

There was no executive session.

XI. ADJOURNMENT

With no further business to discuss, a motion was duly made, seconded, and unanimously carried to adjourn the meeting at 7:32p.m.