

**The Willow Creek Homeowners Association No. 3
Board of Directors Meeting**
February 10, 2022

MINUTES
Meeting held via Zoom
And
The Willow Creek Clubhouse

I. CALL TO ORDER/ROLL CALL

The Willow Creek Homeowners Association No. 3 Board of Directors Meeting was called to order at 6:09 PM.

Board members attending were Aiden O'Shea, MaryBeth Doerr, Jerry Grant, Fred Kremer, Luke Adaline, Eric Sinclair and David Markenson. Also in attendance was Sybil Kailihiwa representing HG Management.

II. HOMEOWNER FORUM

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

Discussions that were held during homeowner forum -

- ACC Committee – When will committee be voted on.
- Thank you to Sybil for responsive for snow service issues.
- Snow areas missed, specifically to 8271, 8261 and 8131. Sybil sent a request per the Board of Directors to have sand mix placed in the alleyways. Vendor acknowledged the request.

III. COMMITTEE & OFFICER REPORTS

- A. Landscape: JBK – Not in attendance until Spring of 2022.
- B. ACC Committee – No report due to ACC Committee being suspended for 60 to 90 days.
- C. Social: No items to discuss.
- D. Website: The website has had issues. Sybil is working with different vendor for the website.
- E. Welcoming Committee: No items to discuss.
- F. Tennis Committee: No report.
- G. Grounds/Amenities Committee: To be formed.
 - Tennis courts – Still awaiting fencing material. There is a shortage on fencing materials. Will be at least two weeks or more.

IV. MINUTES

January 2022 minutes were not reviewed because there was not a board packet. Will be resent out to the Board of Directors.

V. FINANCIAL REPORT

- A. The financial statements for the month ending December 31, 2021, will not be ready until mid-February. Jerry grant spoke to the accounting department, and they are working on them.
- B. Delinquencies were not reviewed by the Board of Directors as they are part of the financial packet that is not available yet.
- C. The status report from Moeller Graf was provided today to Jerry Grant and not the board of directors as it was just received that day..

VI. MANAGEMENT REPORT

No items to update except for what is in the agenda.

VII. UNFINISHED BUSINESS

- A. Clubhouse Updates
 - 1. Cleaning – Sybil has been coming and doing the checking on the clubhouse after each rental and doing the light cleaning as renters are to clean. There have been no issues so far. Rentals have to be checked after each one to assure of cleaning and any damage. Chairs and tables are counted.
 - 2. Discussion on fees will be added to next month's agenda.
- B. Sidewalk Shaving – On hold due to weather.
- C. Sidewalk Repairs – A walk with the vendor will be set up in March (weather pending) to prioritize areas.
- D. Card Reader System – Project will begin once the tennis court fencing is up as locations of the card reader need to be designated and this cannot be accomplished without the fence.
- E. ACC Committee New Guidelines – In process.

VIII. NEW BUSINESS

- A. Board Meetings will be held via ZOOM and at the Clubhouse until further notice.
- B. Clubhouse Fees – The Board of Directors discussed changing the fee to \$65.00 for residents and \$100.00 for business. A motion was made and seconded to accept the proposed action. All in favor motion carried.

BID PROPOSALS

- A. None

2022 PROJECTS

- A. Alley Milling and Paving – Will commence in Spring (weather)

INFORMATION ITEMS

- A. Tennis Court Project – Awaiting fence material.

EXECUTIVE SESSION

- A. Attorney Status Report
- B. ACC
- C. Irrigation Contract
- D. HG Management

ADJOURNMENT – 9:30 PM.