

**The Willow Creek Homeowners Association No. 3
Board of Directors Meeting
April 14, 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 6:04 PM.

Board members attending were Aiden O'Shea, MaryBeth Doerr, Jerry Grant, Fred Kremer, Luke Adaline and Eric Sinclair. David Markenson is absent. 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 –

- Why are the minutes not being published in the newsletter?
Answer – The secretary takes notes for the Willow Works. He sends to the Board of Directors for approval. The meeting minutes that are approved at the meeting will be sent to the newsletter.
- What is the current truck covenant policy?
Answer – The truck policy is in need of being updated.
- What are the new rates for the clubhouse for a business?
Answer – It is a resident using the clubhouse for the purpose of a business that can rent the clubhouse.

III. COMMITTEE & OFFICER REPORTS

- A. Landscape: JBK – Not in attendance until May of 2022.
- B. ACC Committee – No report.
- C. Social: No report.
- D. Website: Bob Correll has nothing special to report. Bob has been adding things such as the recycle calendar to the website.
- E. Welcoming Committee: The association is still looking for a new committee member.
- F. Tennis Committee: Discussion on lessons were discussed.
- G. Grounds/Amenities Committee: Fred has not had a chance to meet with other committee members.
- H. Irrigation – Southwest Irrigation will be handling the irrigation system.

IV. MINUTES

March 10, 2022, minutes were emailed to the Board on the evening of the March 10, 2022, meeting, for review.

Jerry made a motion and Luke seconded the motion to approve the minutes with corrections. All in favor, motioned carried.

V. FINANCIAL REPORT

- A. The financial statements for the month ending March 31, 2022, were provided to the Board of Directors.

Jerry made a motion and Luke seconded to approval of the March financials. Jerry contacted the accountant for HG Management to discuss snow removal for the townhomes. All the corrections for snow removal were put into March financials so it will reflect on the year-to-date column. The total for March for snow removal is the total for the year to date, it is not the total of snow removal costs for March. All in favor, motion carried.

Delinquencies were reviewed by the Board of Directors.

- B. The status report from Moeller Graf was provided in the board packet.

VI. MANAGEMENT REPORT

No items to update other than the discussions on the agenda.

VII. UNFINISHED BUSINESS

- A. Clubhouse Updates – The clubhouse rentals are going smoothly.
- B. Sidewalk Shaving – Scheduled for May 9. Homeowners will be notified via email and a map of the project will be provided.
- C. Sidewalk Repairs - Schedule May 16. Homeowners will be notified via email and a map of the project will be provided.
- D. Alley Milling and Paving – Scheduled for May 9. Homeowners will be notified via email and a map of the project will be provided.
- E. Card Reader System – Aidan met with a vendor on Tuesday. Aidan will talk to KeyRite to see if we can get KeyRite to add three access controls to the tennis courts. Since KeyRite already has a system in place, Aidan will discuss with them on upgrades.
- F. ACC Committee – A committee has been formed. There are four members. The committee will do a mock up on three homes so the members can learn about violations. The handbook is also being updated. This will be a process to update the handbook.

- G. Irrigation – The 2022 Irrigation season will be completed by Southwest Irrigation. It will be added into the Willow Works that if homeowners see irrigations issues, to report it to HG Management.
- H. Insurance quotes – Sybil provided to the Board of Directors the bid proposals. The Farmer's policy seems to be the best policy for the association. The D&O policy is limited. Sybil suggests adding the Cincinnati insurance for additional D&O coverage. Marybeth moved and Eric seconded the motion to continue with Farmers Insurance. All in favor, motion carried.

VIII. NEW BUSINESS

- A. Online Scheduling for Tennis Courts – Willow 1 and Willow 2 use an app for scheduling of the tennis courts. Eric moves to proceed with the online scheduling system with only three out of four courts that can be reserved online. Fred seconded the motion. All in favor, motion carried. Mary Beth will start the process.
- B. Trash Contract – Homeowner Services – Sybil advised the trash company not to pick up any items and to leave them unless the homeowner has scheduled for the pickup.
- C. Excel Energy – The association received a notice that they are changing the meters to the clubhouse and the pool to smart meters.

IX. BID PROPOSALS

- A. Tree Proposals – The tree proposal will be reviewed by the Board of Directors.

X. 2022 PROJECTS

- A. None

XI. INFORMATION ITEMS

- A. Tennis Court Project – The fencing project is underway and the fence is currently being installed.

XII. EXECUTIVE SESSION

- A. None

ADJOURNMENT – 8:16 PM.