

The Willow Creek Homeowners Association No. 3

Board of Directors Meeting

March 14, 2024

Minutes - Meeting held via Zoom due to weather

- I. **Call to order/roll call**
 - a. The meeting was called to order at 6:00pm
 - b. All board members were in attendance
 - c. Tanya Valis attended for the management committee
- II. **Vendor Reports**
 - a. No vendors were in attendance
 - b. A representative for WillowStock presented the plans for 2024 and requested a contribution from the WC3 HOA (along with the other Willow Creek HOA's)
 - c. Illumi Lighting was not present, but a note was read to present the idea of a community wide lighting update and budget approval for one specific problem area
- III. **Homeowner Forum**
 - a. Several homeowners were on the call, but none requested to speak
- IV. **Committee Reports**
 - a. Pool Committee
 - i. No members were present
 - b. Grounds Committee
 - i. A proposal was provided by the grounds committee to review multiple areas which are in need of attention
 - ii. A request was made for board guidance on large priorities for the coming year
 - c. Social Committee
 - i. Several previously planned events will be shifted by one month
 - ii. Bingo is scheduled for April 20th
 - d. Clubhouse Committee
 - i. Discussed removal of current furniture
 1. Furniture will be donated to a local high school to eliminate disposal costs
 - ii. Flooring was discussed
 1. Current carpet panels are beyond cleaning at this point.
 2. Extending 'wood' flooring throughout the entire clubhouse was decided against due to cost and concerns over sound levels without any carpeted surfaces

- e. ACC
 - i. The committee approved various items throughout the month
 - ii. One ACC member has resigned and will be replaced with another community member
 - iii. The ACC has been working with Sherwin Williams on paint selections and color consistency (which varies based on paint type)
- f. Communication/Website
 - i. No material updates
- g. Tennis Committee
 - i. No members were present
- h. Swim Team
 - i. The meet schedule was formalized, the swim team utilizes the HOA pool per the MOU signed in 2023
 - 1. Home meets are scheduled for
 - a. 6/15 and 6/22 (until 2pm)
 - b. Prelims: 7/9 (2pm on)
 - 2. A year-end party will be held on July 14th, with the pool closed from 5-6
 - 3. Practices will be from
 - a. 4:30-6pm the week of May 20th (prior to the pool opening)
 - b. 7-11am from May 28 - July 19

V. Financial Reports

- a. Financials Review
 - i. Rowcal and the board continue to work on the financial statements
 - ii. Expenses are trending in-line with the current budget
- b. Investment Review
 - i. Several short term investments matured at the end of February, the board is assessing the timing of future capital expenditures in order to appropriately invest available funds

VI. Management Report

- a. Updates were provided in the board packet

VII. Association Business

- a. Property Lines around Townhomes
 - i. The board discussed potential options in order to establish for formal policy relating to land around the townhomes
 - ii. The board is moving forward with having the HOA attorney draft a policy addendum (vs. a rewrite of the covenants) to adequately outline owner responsibilities. The formal draft will be reviewed for approval at a future meeting

- b. Ratification of previously approved (via email) clubhouse furniture replacement (Clubhouse Furniture) – Eric proposed/Diane seconded – all others approved.
- c. Ratification of previously approved (via email) February Landscape Proposal – Eric proposed/Diane seconded – all others approved
- d. Ratification of previously approved (via email) selection of Davey Tree for Ash Tree treatment – Eric proposed/Diane seconded – all others approved
- e. Audit 2023 – the board recommended continuing use of the current accounting firm – Tanya (RowCal) will get a bid
- f. Clubhouse Hourly Rentals
 - i. A discussion was held regarding declining clubhouse rentals, and ways to improve usage of this community asset.
 - ii. The board approved an hourly rental rate set at \$13 per hour (with a \$65 daily maximum) - Eric proposed/Diane seconded – all others approved
 - iii. There was a discussion about how to monitor clubhouse usage and the condition that the clubhouse is left in following events – the likely plan will be to divvy up months among board members or interested residents with the potential for a paid clubhouse manager if usage increases.
- g. Clubhouse For-Profit Rentals
 - i. Pricing for clubhouse rentals was discussed, we appear to be lower than other Willow Creek clubhouses
 - ii. No changes to for-profit (by WC3 owners) rentals were made
- h. Discussion on having a police officer speak on safety issues.
 - i. A community member reached out to propose this, we will attempt to schedule that for next month
- i. Clubhouse Carpet – quote for replacement – Diane proposed /Beverly seconded – all were in favor
- j. Clubhouse Paint – quote for replacement – Diane proposed /Beverly seconded – all were in favor
- k. Landscaping – Draining Area Cleanup
 - i. A bid for cleaning the drainage areas was approved
- l. Priority for a Landscaping project was discussed – the consensus was to focus on the clubhouse area (with smaller remediation being done in other areas
- m. WillowStock - \$500 contribution – Steve proposed /Justin seconded – All in favor

VIII. Exec Session (to discuss ACC items specific to individual residents)

IX. Meeting Adjourned – 8:14 pm