

**WILLOW CREEK #1 HOMEOWNERS ASSOCIATION
REGULAR MEETING OF THE BOARD OF DIRECTORS | MINUTES
MAY 15, 2017**

I. Establishment of a Quorum:

Board Members in attendance

Randy Dorsey – President.

Ike Herman – VP

Dan Buttolph – Director

Judy French – Director

Todd Hall – Director

Janelle Maninger, CMCA®, AMS®, CAM - Westwind Management Group, Inc.

Absent:

Michael Shelton – Secretary

II. Call to Order: The Board of Directors President called the meeting to order at 6:30 p.m. at 8050 E Jamison Dr (Willow Creek 1 Clubhouse). A quorum was present with five Directors in attendance.

III. Disclosure of any Conflict of Interest – There were no conflicts of interest for the Board Members regarding any items on the agenda and there were no scheduled hearings.

IV. Homeowner & Guests Forum – There were no homeowners in attendance.

V. Correspondence – There were no correspondences to review.

VI. Committee Reports

A. Architectural Control Committee – Management gave a report in the committee's absence. There was not a May meeting – all requests were reviewed via email.

B. Grounds Committee – The Committee provided a written and verbal report reviewing new volunteers, irrigation and Emerald Ash Bore.

C. Patio Committee – The Patio Committee reported the spring walk has been completed. They will be giving Management involved to start getting bids.

D. Recreation Committee – MCM (Pool contractor) was in attendance to review opening of the pool as well as the pool season. A written and verbal report was provided by the Committee to include updates on the playground project, tennis court contract and more pool updates

E. Social Committee – The Committee provided a written report that reviewed the recent party (Budget and expenses) and the 4th of July party. They also mentioned ways they are trying to look for new members to help out.

F. Nominating – Board reviewed candidates that had expressed and interest to date. All interested parties are encouraged to complete the bio online.

G. Joint Fence – The committee didn't have anything to report at this time. They expect to have more information by the next meeting.

VII. Minutes - The Board reviewed and took action as follows on the minutes.

A. The March 2017 Board Meeting minutes were approved with changes.

VIII. Financial

A. March Statements – Financial statements were reviewed and accepted.

IX. Management Report – The Board reviewed the management action items list and updates were also provided by the Manager. There were no unanswered questions.

X. Continuing Business

- A. Actions Taken Outside of Regular Meeting - None

XI. Unfinished Business

- A. **Compliance Log** – The Board reviewed log provided.

XII. New Business

- A. **Clubhouse Cleaning Bids** – The Board reviewed the bids submitted. On a motion duly made, seconded and unanimously carried, the Board approved the bid from Peak Property Care for \$120.00 monthly and \$60.00 for any extra cleanings.
- B. **Insurance** – The Board reviewed the proposal submitted for insurance coverage. On a motion duly made, seconded and unanimously carried, the Board approved Cherry Creek Insurance with a new agent, Pat Wildroetter.
- C. **Proposed Dues Increase** – The Board reviewed the idea of proposing an assessment increase starting January 1, 2018. It was determined to put a maximum \$30 increase in dues per month per home to vote at the June annual meeting.
- D. **Open Position** – On a motion duly made, seconded with 3 for and 2 against – Doug Sluyk will fill the open position pending legal review.

- XIII. Executive Session** – On a motion duly made, seconded, and carried unanimously the Board entered into an Executive Session to review legal matters.

- XIV. Adjournment** – The meeting was adjourned at 9:40 p.m.

These minutes have been board approved and the original with original signature(s) is retained in the office of Westwind Management Group, Inc.

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