

**WILLOW BROOK ESTATES COMMUNITY ASSOCIATION  
1, 2, & 3**

**BOARD MINUTES-May 19, 2021**

**Called to Order: 7:02 pm**

**Roll Call: Members present were Dwight Dwornik, Denise Gray, Ray Peterlin, and Kathy Singleton**

**REVIEW AND APPROVED LAST MONTH'S MINUTES: Minutes were read and approved from April 15, 2021, motioned by Ray Peterlin, second by Dwight Dwornik, approved unanimously. Minutes are posted on Website and sent to Homeowners via email.**

**LEGAL COUNCIL REPORT:**

**M. Bray Law Firm has confirmed a buyer for [Redacted] The new Homeowner's name was not given to ARMS.**

**The vacant property on Hickory Court is owned by [Redacted] The Homeowner whose property is next to the vacant lot is interested in purchasing the lot. [Redacted] has not responded to Homeowners Association request for information.**

**MANAGEMENT: Billing for Late Fees and Timely Reports**

**Dwight Dwornik & Ray Peterlin met with ARMS regarding Homeowners not billed for Association Yearly Fee. Also discussed at this meeting were the problems of not receiving timely reports. Delays of 6 to 8 weeks of reports result in delinquent payments to vendors. March Financial Statement was received from ARMS.**

**FINANCIAL REPORT: Dwight distributed Budget Report dated for years 2016-21. There was an update on the April Monthly Report. Paid assessments of 108 members are \$37,800.00. The Board discussed payments of assessments and violations of owners. After reviewing members past due balances, the Board modified 7 member accounts. This was motioned by Ray Peterlin and second by Dwight Dwornik and approved unanimously.**

**Architectural Review Committee: No Projects**

**CODE ENFORCEMENT REPORT:**

**The Board also discussed a new violation fee for members who will not follow the Association guidelines and repeatedly do not respond to hearing meetings and correcting the violations listed month after month. Therefore, starting September 1<sup>st</sup> 2021, if a member receives a violation notice and after 30 days does not correct the violation, does not attend the hearing meeting and repeats the same violation in October or any months thereafter, the following**

fees are charged: \$50 – 1<sup>st</sup> month and an additional \$50 per month, up to \$300.00. If the member does not pay the fine, our accounting fees, per month established this year will be added to funds owed to the Home Owners Association. Motioned by Denise Gray, second by Kathleen Singleton. This was approved by all those in attendance.

**BEAUTIFICATION COMMITTEE REPORT:**

It was noted that weeds were growing out of the rocks at entrances. Mr. Peterlin will speak with landscaping regarding weeds. The Association will get an estimate for 3 trees that need cutting down in the park and a quote to spread dirt around recently planted trees.

**FACILITIES REPORT:** HOA Board members approved the quote for repairing sidewalk outside Club House. The cost is \$475.00. The sidewalk is scheduled for repair on May 24<sup>th</sup>. The Board also discussed obtaining bids for entrance ways signs that need painting & replacing fences with the rails that the Association has stored. After reviewing the budget, only these projects are affordable at this time.

**OLD BUSINESS:** HOA Board Members decided which projects could be completed this year (listed in the Facilities report). Prices for repairing lights around park and paving the sidewalk around the pond will have to wait until additional funds are available.

**NEW BUSINESS:** Dwight Dwornik has arranged a pizza party at Aurelio's in Crete for people who assisted with last year's cleanup in the park. A clean up day needs scheduling in the Park area and a bid is required for installing electric heat in clubhouse. Board member, Kathy Singleton, suggested a "chat and chew" for new homeowners. She will present a plan at the next meeting.

Meeting Adjourned 8:30 pm