

**WILLOW HAVEN COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 13, 2013**

MINUTES

NOTICE Upon due notice given and received, the regular meeting of the Board of Directors of The Willow Haven Community Association was held on February 13, 2013 at 5:30 pm, at 33760 #103, Willow Haven Lane.

PRESENT Chris Meyer, President
Herpaul Lee, Treasurer
Becky Hausken, Secretary

Beth Bruley, StoneKastle Community Management, Inc.

ABSENT Vacant, Vice President
Vacant, Member

CALL TO ORDER The meeting was called to order at 5:36 pm by Chris Meyer, President.

OPEN FORUM There were five (5) homeowners present during open forum. Topics of discussion were: (1) Policies, new owner was at the meeting wanting to know the community policies, i.e. parking, towing, etc. (2) Audit, homeowner received a copy of the audit and has some questions regarding the irrigation costs. (3) Landscaping, homeowner wanted to know the rotation of the landscape maintenance.

MINUTES Motion was made by Chris Meyer and seconded by Becky Hausken to approve the Regular Session meeting minutes of September 12, 2012. Motion carried.

FINANCIAL STATEMENT The Board reviewed the financial statement for the period ending November 30, 2012 and December 31, 2012. Motion was made by Herpaul Lee and seconded by Becky Hausken to approve the financial statements as submitted. Motion carried.

Delinquent Assessments – Lien Approvals

Motion was made by Chris Meyer and seconded by Becky Hausken to approve filing liens on accounts 1553560101, 1553560104, 1553780103, 1553790103, 1553560102, 1553580102, 1553600105, 1553640104, 1553680103, 1553690103, 1553720104. Motion carried.

NEW BUSINESS

Reserve Study Proposals

The Board reviewed proposals obtained from Advanced Reserve Solutions, Reserve Study People, Strategic Reserves and Associations Reserves to conduct the 2013/2014 reserve study. Motion was made

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by Chris Meyer and seconded by Becky Hausken to approve the proposal from Advanced Reserve Solutions at a cost of \$525 without site visit. Motion carried.

Quarterly Sprinkler Inspection Proposal

The Board reviewed a proposal obtained from Bay Alarm to conduct quarterly sprinkler inspections. Title 19: Section 904.2 (NFPA 25) requires all automatic fire sprinkler systems to be maintained operable at all times and maintenance inspections performed at least quarterly. Motion was made by Chris Meyer and seconded by Becky Hausken to approve the proposal at \$1,240 per month for quarterly inspections. Motion carried.

Palm Tree Remove & Replace Proposal

The Board requested a proposal from Ranscapes to remove and replace the dead palm tree at the entrance gate. Motion was made by Chris Meyer and seconded by Herpaul Lee to approve the proposal not to exceed \$1,200. Motion carried.

Appointment of Board Members

No action taken.


ADJOURN

There being no further business to come before the Board of Directors at this time, the meeting was adjourned at 6:40 pm.

ATTEST

Respectfully Submitted by Beth Bruley, Community Manager.

APPROVED

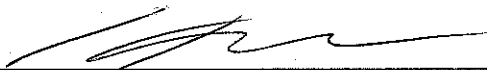


Chris Meyer, Chairman of the Meeting

SECRETARY'S CERTIFICATE

I hereby certify that I am the duly Appointed and Acting Secretary of the Willow Haven Community Association, and do hereby certify under penalty of perjury that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held February 13, 2012 as approved by the Chairman of the Meeting.

Dated: _____



Herpaul Lee, Secretary/Treasurer