

**WILLOW HAVEN COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 22, 2018
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 22, 2018 at 4:00 p.m. at the Community Pool.

PRESENT Chris Meyer, President
Julie Mandas, Secretary

Lori Yarborough, StoneKastle Community Management, Inc.

CALL TO ORDER The meeting was called to order at 4:01 p.m. by President, Chris Meyer.

MINUTES Motion was made by Chris Meyer, seconded by Julie Mandas and unanimously carried to approve the Regular Session Meeting Minutes of August 23, 2017 and Annual Meeting Minutes for August 23, 2017 and August 30, 2017. All in favor. Motion carried.

NEW BUSINESS Audit Draft
Management presented the draft audit prepared by Inouye, Shively & Klatt. Motion was made by Chris Meyer, seconded by Chris Meyer and unanimously carried by Julie Mandas to approve the mailing of the audit All in favor. Motion carried.

Insurance Renewal
Motion was made by Chris Meyer, seconded by Julie Mandas to approve the insurance renewal in the annual amount of \$27,998.00. All in favor. Motion carried.

Personal Touch Proposals
Motion was made by Chris Meyer, seconded by Julie Mandas to approve the proposal from ARS in the amount of \$875.00. All in favor. Motion carried.

NEXT MEETING The next meeting will be on June 20, 2017 at 4:00pm.

ADJOURN There being no further business to come before the Board of Directors at this time, the meeting was adjourned at 4:50 p.m.

ATTEST Respectfully Submitted by Lori Yarborough, Community Manager.

APPROVED

Chris Meyer, Chairman of the Meeting

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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 22, 2018 as approved by the Chairman of the Meeting.

Dated: _____

Julie Mandas, Secretary