

**WILLOW HAVEN COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 7, 2012**

**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 March 7, 2012 at 5:30 pm, at the Community Pool

**PRESENT** Chris Meyer, President  
Marshall Berman, Vice President  
Herpaul Lee, Secretary/Treasurer

Beth Bruley, StoneKastle Community Management, Inc.

**CALL TO ORDER** The meeting was called to order at 5:30 PM by Chris Meyer, President.

**OPEN FORUM** There were three (3) homeowners present during open forum. Topics of discussion were: (1) Changing light timers. (2) Obtaining proposals to paint the wrought iron fence around pool. (3) Landscape, homeowner would like to see more color at entrance and around community. (4) Bare areas need to be filled in with either more plant material or mulch. (5) Irrigation leaking, recently there has been water leaking near building 700. (6) Heating of the pool, can it be heated to 76 degrees starting now. (7) Next budget add in for replacement umbrellas and or obtain proposals for permanent shade structures. (8) Obtain proposals to anchor down the umbrellas so residents can't move them around causing the umbrellas to break.

Motion was made by Chris Meyer and seconded by Herpaul Lee to appoint Becky Hausken to the vacant position of Member at Large. Motion carried.

**MINUTES** Motion was made by Herpaul Lee and seconded by Marshall Berman to approve the Regular Session meeting minutes of January 12, 2012. Motion carried.

**FINANCIAL STATEMENT** The Board reviewed the financial statement for the period ending January 31, 2012 and February 29, 2012.. Motion was made by Herpaul Lee and seconded by Marshall Berman to approve the financial statements as submitted. Motion carried.

Investment Account Transactions - Motion was made by Herpaul Lee and seconded by Marshall Berman to roll over account #99608362852 - \$51,115.11 and #99608362829 - \$52,993.67. Motion carried.

**WILLOW HAVEN COMMUNITY ASSOCIATION**  
**MEETING OF THE BOARD OF DIRECTORS**  
**MARCH 7, 2012 - PAGE 2**

**UNFINISHED  
BUSINESS**

Fire Access Door Proposals

The Board reviewed a proposal obtained from P.A. Construction to replace the fire access doors with stainless steel along with a proposal to replace the fire plaque above the door. Motion was made by Chris Meyer and seconded by Marshall Berman to approve the proposal totaling \$11,407.55. Motion carried.

**NEW  
BUSINESS**

Reserve Study Proposals

The Board reviewed proposals obtained from SCT and Advanced Reserve Solutions to conduct the reserve study for the 2012/2013 budget. Motion was made by Herpaul Lee and seconded by Chris Meyer to approve the proposal from Advanced Reserve Solutions with site inspection at a cost of \$875. Motion carried.

Insurance Proposals

Management requested insurance proposals from AR Insurance, Berg, Prendiville and Roy Palacios. Motion was made by Chris Meyer and seconded by Marshall Berman to approve the proposal obtained from Roy Palacios at an annual premium of \$22,722 plus an additional \$521 for Workers Compensation. Motion carried.

Mulch Proposal

The Board reviewed a proposal obtained from Christian Meyer to install 75 yards of mulch throughout the community at a cost of \$3,375. Motion was made by Marshall Berman and seconded by Herpaul Lee to approve the proposal. Chris abstained. Motion carried.

FHA Approval

The Board reviewed a proposal from AVS to obtain FHA approval at a cost of \$850. Motion was made by Chris Meyer and seconded by Marshall Berman to approve the proposal. Motion carried.

Sub Metering Proposal

The Board reviewed a proposal obtained from Meternet Utility Sub-Metering and Billing Solutions for sub-metering. Motion was made by Chris Meyer and seconded by Marshall Berman to approve the request pending the review from Chris Meyer. Motion carried.

Legal Service Proposal Packet

The Board reviewed a proposal obtained from the Law Offices of Pamela Abbott Moore for legal collections. Management was instructed to obtain additional information regarding costs and legal proceedings along with additional proposals from other Legal Firms.

**WILLOW HAVEN COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 7, 2012 - PAGE 3**

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Parking Permit Request

The Board reviewed correspondence received from homeowner at 33620 #101 requesting a second parking permit for a fourth vehicle. Motion was made by Chris Meyer and seconded by Herpaul Lee to approve the request. Motion carried.

**ADJOURN**            There being no further business to come before the Board of Directors at this time, the meeting was adjourned at 6:45 pm.

**ATTEST**            Respectfully Submitted by Beth Bruley, Community Manager.

**APPROVED**

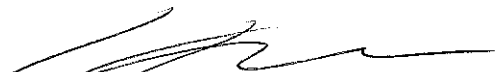


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Chris Meyer, Chairman of the Meeting

**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 March 7, 2012 as approved by the Chairman of the Meeting.

Dated: \_\_\_\_\_

  
\_\_\_\_\_  
Herpaul Lee, Secretary/Treasurer