

**WILLOW HAVEN COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
APRIL 11, 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 April 11, 2012 at 5:30 pm, at the Community Pool

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

Beth Bruley, StoneKastle Community Management, Inc.

**CALL TO ORDER** The meeting was called to order at 5:25 pm by Chris Meyer, President.

**OPEN FORUM** There was one homeowner present during open session. Topics of discussion were (1) Key fob and how a new homeowner can pick up a fob. (2) Window cleaning – is there a vendor the Board can recommend to get the outside windows cleaned.

Motion was made by Chris Meyer and seconded by Herpaul Lee to mail the key fob to homeowner at 33690 #104 via certified mail. Motion carried.

**MINUTES** Motion was made by Chris Meyer and seconded by Herpaul Lee to approve the Regular Session meeting minutes of March 31, 2012. Motion carried.

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

**NEW BUSINESS** Landscape Proposal – Snail & Slug Bait  
The Board reviewed a proposal obtained from Christian Meyer to install snail & slug bait throughout the community at a cost of \$363.66. Motion was made by Marshall Berman and seconded by Becky Hausken to approve the proposal. Chris Meyer abstained. Motion carried.

Landscape Proposal – Replacement Sod  
The Board reviewed a proposal obtained from Christian Meyer to install sod at the doggie station near the front entrance at a cost of \$865.60. Motion was made by Herpaul Lee and seconded by Marshall Berman to approve the proposal. Chris Meyer abstained. Motion carried.

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Pool/Spa Heater Service/Replacement Blower Proposal

The Board reviewed a proposal obtained from Cal Swim to service both the pool and spa heaters along with replacing the pool heater fan/blower assembly at a total cost of \$1,425.00. Motion was made by Chris Meyer and seconded by Herpaul Lee to approve the proposal. Motion carried.

Gate Maintenance Proposals

This item was tabled pending receipt of additional proposal from Nordic.

Delinquency/Lien Approvals

No action taken.

Annual Election

The annual Meeting of the Membership will be held on August 8, 2012 at 7:00 p.m. at the Willow Haven Community Pool. Of the five (5) Directors, all five positions are up for re-election due to no quorum met in 2011, three (3) Directors to fill a two (2) year term and two (2) Directors to fill the second year of a two (2) year term. A regular meeting of the membership will be held prior to the annual election. The record date of ownership will be thirty (30) days prior to the day the election materials are sent out by the Association. The Board announced the intent for cumulative voting. Motion was duly made and seconded to recommend any excess funds be allocated to next year's operating budget. Motion was duly made and seconded to appoint StoneKastle Community Management as inspector of election. The adjourned meeting is set for September 5, 2012.

Revised Fire Plaque Proposal

The Board reviewed a revised proposal obtained from P.A. Construction to remove prime and paint the lettering on the fire sprinkler accessories boxes along with a proposal to install new fire department connection signs on each building at a total cost of \$4,652.91. Motion was made by Chris Meyer and seconded by Herpaul Lee to approve the proposals to be paid from Reserves. Motion carried.

Lighting Proposal

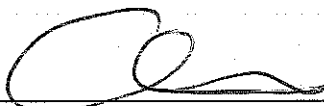
Keith Auerbach was present to discuss the lighting concerns throughout the community with the Board and to present a proposal for the Board to consider. After discussion, motion was made by Chris Meyer and seconded by Marshall Berman to approve the proposal to change out the lights not to exceed \$12,000.00 to be paid from Reserves. Motion carried.

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**ADJOURN**            There being no further business to come before the Board of Directors at this time, the meeting was adjourned at 6:20 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 April 11, 2012 as approved by the Chairman of the Meeting.

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

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