

**WILLOW HAVEN COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
JULY 25, 2006**

**MINUTES**

**NOTICE** Upon notice duly given and received, the regular meeting of the Board of Directors of the Willow Haven Community Association was held on July 25, 2006 at 6:00 P.M., at the Willow Haven Sales Office, Murrieta, CA 92563.

**PRESENT** Peter Vanek, President  
Greg Varella, Vice-President  
Bruce Lewis, Member at Large  
  
Jeanie Drenon, Action Property Management

**ABSENT** Sue Rudolph, Secretary  
Vacant, Treasurer

**CALL TO ORDER** The meeting was called to order at 6:35 P.M. by Jeanie Drenon, Action Property Management.

**OPEN FORUM** The Board addressed homeowners present at the meeting regarding the following items:

- (1) Pest control and bee hives;
- (2) Speeding within the community and the suggestion for installation of speed limit signs;
- (3) Use of the pool by non-residents;
- (4) Rotation of a pool gate code to change periodically to assist to control the use of the pool by non-residents;
- (5) A recommendation for creation of an online bulletin board/message board.

**CONSENT CALENDAR** Motion was made, seconded and carried to accept the Consent Calendar dated July 25, 2006, attached and made a part of these minutes.

**NEW BUSINESS** **Annual Meeting:** Management reported that the Annual Meeting of the Members will be held in the month of August. Of the five (5) Director positions, none of the terms will expire this year and therefore there will be no election held at this year's meeting; and the By-laws allow for the vacant Board position to be appointed by the remaining Board Members.

**WILLOW HAVEN COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 25, 2006 – PAGE 2 OF 3**

**Board Member Appointment:** The Board reviewed candidate statements received from homeowners interested in serving on the Board. The Board agreed to make an appointment to the Board at the Annual Meeting of the Membership in August. Further discussion was tabled.

**Reserve Study Proposals:** The Board reviewed two (2) proposals received for preparation of a reserve study. After discussion, motion was made, seconded and carried to approve the proposal received from Reserve Data Analysis in the amount of \$1,795 for preparation of a reserve study.

**Audit and Tax Return Proposals:** The Board reviewed three (3) proposals received for preparation of the August 31, 2006 fiscal year end audit and tax returns. After review, motion was made, seconded and carried to approve the proposal received from Inouye, Shively & Longtin for an amount of \$750.

**Legal Counsel Proposal:** The Board reviewed a proposal received from the law firm of Harle, Janics & Kannen to provide legal counsel for the Association for an annual retainer fee of \$1,800. After discussion, motion was made, seconded and carried to approve the annual retainer agreement for a fee of \$1,800.

**Delinquent Assesments – Lien Approvals:** Motion was made, seconded and carried to approve filing of liens on account #551-3117710142 and #551-3117760811.

**NEXT MEETING** The next meeting of the Willow Haven Homeowners Association will be held at the Willow Haven pool on Thursday, August 31, 2006 at 6:30 p.m.

**ADJOURN** There being no further business to come before the Board at this time, the meeting was adjourned at 7:10 P.M.

**ATTEST** Respectfully Submitted by Jeanie Drenon, Action Property Management, Inc.

**APPROVED by the Board of Directors, August 31, 2006**

**WILLOW HAVEN COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 25, 2006 – PAGE 3 OF 3**

**JULY 25, 2006**

**CONSENT CALENDAR**

- A. BE IT RESOLVED, the Approval of the Election Rules by Unanimous Consent is ratified;
- B. BE IT RESOLVED, the February 1, 2006 Meeting Minutes are accepted;
- C. BE IT RESOLVED, the February 2006 Financial Statement is accepted, as submitted subject to audit;
- D. BE IT RESOLVED, the March 2006 Financial Statement is accepted, as submitted subject to audit;
- E. BE IT RESOLVED, the April 2006 Financial Statement is accepted, as submitted subject to audit;
- F. BE IT RESOLVED, the May 2006 Financial Statement is accepted, as submitted subject to audit;
- G. BE IT RESOLVED, the June 2006 Financial Statement is accepted, as submitted subject to audit.