

**WILLOW HAVEN COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
AUGUST 19, 2009
MINUTES**

- NOTICE** Upon notice duly given and received, the Regular Session Meeting of the Board of Directors of the Willow Haven Community Association was held on August 19, 2009 at 5:30 P.M., at the Willow Haven Community Pool.
- PRESENT** Chris Meyer, President
Marshall Berman, Vice President
- Beth Bruley, Action Property Management, Inc.
Jeanie Drenon, Action Property Management, Inc.
- ABSENT** Archie Bridges, Director
Frank Hernandez, Director
Misty Walker, Treasurer/Secretary
- CALL TO ORDER** The Meeting was called to order at 5:15 P.M. by Board President, Chris Meyer.
- BOARD MEMBER RESIGNATION** The Board acknowledged the resignation of Board Treasurer/Secretary, Misty Walker and Board Director Archie Bridges, effective August 19, 2009. Motion was made, seconded and carried to accept their resignations.
- APPROVAL OF REGULAR SESSION** The Board approved the Regular Session Agenda as prepared by Management.
- EXECUTIVE SESSION DISCLOSURE** The Board held an Executive Session Meeting on August 19, 2009 for the purpose of discussing non-compliances.
- CONSENT CALENDAR** A motion was duly made and seconded to adopt the Consent Calendar dated August 19, 2009 as presented. Motion carried unanimously. The Consent Calendar is attached hereto and will become a part of these minutes.
- TREASURER'S REPORT** The July 20, 2009 financial statement reflects year to date revenue of \$458,648 and year to date expenditures of \$408,311. The Association costs include utilities i.e. electricity, gas, trash and water; along with contracted services including landscape maintenance, pool and janitorial service, light maintenance and pest control. Administrative expenses include insurance, management fees, office supplies/expenses, etc.

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NEW BUSINESS **Key Fob/Card Installation Proposal** – The Board reviewed proposals obtained from American Integrated Systems to install key fob/cards. Motion was made, seconded and carried to table this proposal. Management was requested to obtain an additional proposal from Nordic Security Services.

Automatic Chlorine Feeder Proposal - The Board reviewed a proposal from Cal Swim to install an automatic chlorine feeder at a cost of \$585. Motion was made, seconded and carried to table this proposal until the end of summer.

No Parking/Fire Lane Sign Proposal – The Board reviewed a proposal from Fast Signs for “No Parking/Fire Lane” signage at a cost of \$3,078.16 for (23) signs including installation. Motion was made, seconded and carried to approve the proposal.

Pool Furniture Proposal- The Board reviewed a proposal from Sundrella Casual Furniture for various types of pool furniture. No action was taken at this time.

Lennar’s Annual Inspection Report – The Board reviewed Lennar’s annual inspection of the community. Motion was made, seconded and carried to accept the report recommendations.

Red Curb Painting/Spike Strip Proposal – The Board reviewed a proposal from Independent Industrial and Pro Tech for the repainting of the red curbs and the installation of a spike strip at the exit gate. No action was taken at this time.

Parking Permit Program – The Board reviewed a proposal for a parking permit program from Nordic Security Services. Motion was made, seconded and carried to table this proposal.

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NEXT MEETING The next Board Meeting is scheduled to be held on Wednesday, September 16, 2009 at 5:30PM, at the office of Action Property Management.

ADJOURN There being no further business to come before the Board at this time, the Meeting was adjourned at 5:50 P.M.

ATTEST Respectfully Submitted by Beth Bruley, Action Property Management, Inc.

Approved by the Board of Directors September 16, 2009.

**WILLOW HAVEN COMMUNITY ASSOCIATION
AUGUST 19, 2009
CONSENT CALENDAR**

- A.** BE IT RESOLVED, that the Regular Meeting minutes of July 15, 2009 are accepted as presented;
- B.** BE IT RESOLVED, that the Financial Statement for the period ending July 20, 2009 is accepted as presented;