

**WILLOW HAVEN COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 16, 2015
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 September 16, 2015 at 5:00 p.m. at the Community Pool.

PRESENT Chris Meyer, President
Dona Kerr, Vice President-Via Phone
Julie Hayes, Secretary

Mike Lara & Lori Yarbrough, StoneKastle Community Management, Inc.

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

OPEN FORUM This is a time designated for the homeowners to address the Board. Management would like to remind the Board, items not posted on the agenda may not be decided on, however we can offer that concerns or requests be noted on future agendas. Each owner has an allotted time limit to address their concerns set forth by the Board.

MINUTES Motion was made, seconded and unanimously carried to approve the Regular Session Meeting Minutes of May 20, 2015.

FINANCIAL STATEMENT Motion was made, seconded and unanimously carried to approve the May 31, June 30, and July 31, 2015 Financial Statement, subject to audit at the fiscal year end.

LIEN FILLING Motion was made, seconded and unanimously carried to approve filing a lien on account #1553790102 in the amount of \$ 6,490.57.

Motion was made, seconded and unanimously carried to approve writing-off the following accounts: 1553630105 in the amount of \$7,877.33 and 1553700101 in the amount of \$6,179.83.

NEW BUSINESS Wrought Iron Painting Proposals
Motion was made, seconded and unanimously carried to approve Humburg's proposal to complete the wrought iron painting at the pool area, in the amount of \$4,761.00.

Pool Restroom Paint Proposals
Motion was made, seconded and unanimously carried approve CPR's proposal to complete the painting of the pool restrooms, in the amount of \$1,164.00.

Parking Permit Proposals
Motion was made, seconded and unanimously carried approve ordering 16 packs of 10 parking permits from Myparkingpermit.com, in the amount of \$129.00.

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Tax & Audit Proposals

Motion was made, seconded and unanimously carried to approve Inouye, Shively, Longtin & Klatt's proposal to complete the Tax & Audit for the association, in the amount of \$1,000.00.

33630 #105-Garage Door Repair Proposal

Motion was made, seconded and unanimously carried to approve Smoothstone Construction's proposal to complete the garage door repairs at the above mentioned address, in the amount of \$1,600.00.

Garage Light Fixture Cleaning

Motion was made, seconded and unanimously carried to approve Personal Touch's proposal to complete the cleaning of the interior & exterior of the garage light fixtures, in the amount of \$714.95.

Ratification of Pool Furniture

Motion was made, seconded and unanimously carried to approve ratifying Seabreeze Patio Furniture proposal in the amount of \$6,082.84.

Homeowner Correspondence

The Board reviewed the correspondence submitted by a homeowner concerned about fellow resident not picking up after their dogs.

**NEXT
MEETING**

Meeting date to be determined.

ADJOURN

There being no further business to come before the Board of Directors at this time, the meeting was adjourned at 5:38 p.m.

ATTEST

Respectfully Submitted by Mike Lara, Community Manager.

APPROVED

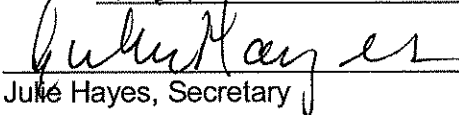


Chris Meyer, Chairman of the Meeting

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 September 16, 2015 as approved by the Chairman of the Meeting.

Dated: 11-18-15



Julie Hayes, Secretary