

WILLOW CREEK ANNUAL MEETING MINUTES

Saturday Jan 30, 2010 9:00-11:00 AM at the Canby Adult Center

Board Members Present: Cara Hawkins (President), Kevin Capelle (Vice-President), Nancy Meyer (Treasurer), Lois Gustafson (Secretary), Mariann Schindler (Member-at-Large)

Architectural Committee (A/C) Members present: Morry Ragle (Chairman) and Sheila Capelle

Number of Households required for quorum: 20% or 17 households

Number of Households represented: 18

Total # of attendees including Board and A/C members and 1 invited guest (Mike Cacka): 25

A buffet breakfast was served: Muffins, fruit, quiche, French toast, cheese, juice, coffee and water

Handouts: 2010 Directories, Agenda, Board Accomplishments, Financial Report, Construction App

1. Cara welcomed everyone and called the meeting to order
2. Lois read the minutes from the last annual meeting (4/18/09). They were accepted as read.
3. **Treasurer's Report:** Nancy presented the 2009 Annual Financial Statement, and reported current balances of \$15,913.09 in checking and \$13,932.68 in money market. She also presented a Reserve Account Study compiled by the Board as of 1/25/10. Both documents will be on the website. The money market account has been designated as the Association's Reserve Account. Morry Ragle moved to approve the Treasurer's Report as presented. Don Hart seconded. All in favor.
4. **CC&Rs Update:** Mariann gave an update on the CC&Rs Change Committee's progress. They have been working diligently and hope to have an acceptable 1st draft ready for neighborhood input very shortly. The reason for changing the CC&Rs is to keep up with the laws, not to change the intent of the original CC&Rs. The current CC&Rs are on the website for use in comparing to the new. **The committee members currently are: Dave Koch, Nancy Meyer, Mariann Schindler, Kevin Capelle and Lois Gustafson.** Good suggestions from the floor re facilitating the neighborhood review process were duly noted by the committee.
5. **Damaged Entryway:** Cara reported that of the 40 responses received from the neighborhood website poll regarding the damaged arch, about 1/2 were in favor of **keeping** the arches and 1/2 were for **removing** them. An insurance payout of \$3700 is in process and may be used for either option. Discussion ensued and Mike Cacka (brick mason who rebuilt our mail stations in 2008) was on hand to answer questions. As there are many legal, practical, safety and aesthetic ramifications to be considered, it became clear that much more information is needed before any decisions can be made. Don Hart moved that the Board do more investigation, present the information and facilitate a neighborhood vote to determine majority preference, and proceed from there. Bob Westcott seconded. All in favor.
6. **Signage:** Nancy reported that this year we replaced the stolen video surveillance warning sign at the front entry, and installed a new "dog duty" sign in the park. As per our insurance agent's recommendation, we will be installing a sign on the tennis court in the near future designating it for residents' use only.
7. **Missing bird:** We were not able to view the video camera records in time to see who removed one

of the birds from our entry island. The board will investigate options and make a decision about the bird in conjunction with the other decisions to be made regarding the front entryway.

8. Construction Application: Morry presented the revised "Construction/Project Review Application". It is also on the website. All landscape and exterior structural alterations must be approved in writing by the Architectural Committee (A/C). The application is to be submitted 30 days before desired commencement date and email is allowed for this purpose.

9. Website: Cara described the different sections of our new www.willowcreekhomeowners.com website and encouraged everyone to use and enjoy it!

10. Slippery Boardwalk: Kevin reported on several possible solutions. The cheapest with the least maintenance required long term would be to nail down composition roof shingles. Pat Duchien moved that the Board have this done. Karen Duchien seconded. All in favor.

11. Landscaping: Although we've had some complaints about our current landscape company, the Board's experience is that they have been more responsive and accommodating than our former landscaper, and that they were the least expensive when we had the contract re-bid. Dave Koch moved that the Board post the landscape contract on the website for everyone's information. Todd Davis seconded. All in favor.

12. Front Entry Landscaping: Dave moved that the Board make a 2010 budget and post it on the website so everyone can see what amount the Association could afford for landscaping at the front entry (as a separate issue from repairing the brickwork). Todd Davis seconded. All in favor.

13. New Business from Attendees:

-Charlene Martin asked about changing house numbers to make more visible. She was directed to make application for approval to the A/C because it's an exterior change visible from the street.

-Todd Davis asked if we need to reserve for the deteriorating wood retaining wall that is at the back of the tennis court. Cara mentioned that there is confusion as to who legally owns the wall and whose responsibility it is to maintain it. The Board had an engineer's report done a few years ago showing that the tennis court is cracking. Todd asked if the report might be posted on the website. We moved on before a motion was brought to the table regarding this situation.

14. Elections: This is an even numbered year so two board positions needed to be filled. Board members are elected for two year terms. Nancy Meyer's and Lois Gustafson's terms were finished, and neither felt they could let their name stand for re-election at this time. Charlene Martin and Roxanne Peterson agreed to be nominated. Jane Simmons moved to dispense with voting and accept them as our new board members for terms ending January 2012. Karen Duchien seconded. All in favor. There were 18 households represented at the meeting so there was quorum for this decision. **Board members for 2010 are: Kevin Capelle, Cara Hawkins, Charlene Martin, Roxanne Peterson, Mariann Schindler**

15. The annual meeting was adjourned at 11:00.

16. The date for the organization meeting (first meeting for the new board members, last for the outgoing members, and the election of officers) was set for **Tuesday, February 3, 2010 7:00 PM** at the home of Mariann Schindler..

Respectfully Submitted,

Lois Gustafson

Secretary