

Willow Creek Home Owners Association
Annual Meeting, Saturday, January 31, 2015, 9:00 AM
Willamette Valley Country Club, 900 NE Country Club Place

Meeting Minutes

The Willow Creek Estates Annual Homeowners Meeting was held January 31, 2015 at the Willamette Valley Country Club. President Dave Koch called the meeting to order, welcomed members and had all attendees introduce themselves. All Board Members were present - David Koch, Ken Simmons, Carol Caudle, John Deller and Karen Wiley.

David Koch provided opening remarks. He noted that as an Association we are a business and as members/owners we are a community and neighbors.

Minutes from 2014 annual meeting were read and approved. The Treasurer provided a financial report. A few home owners had not paid their 2014 dues and that situation was explained. At the end of 2014 we had about \$45,000 in our checking account and reserve account combined. We are making great progress in building our needed reserves.

A quorum of members was present which was required for the election of Board Members to occur. Dave provided an overview of the duties and responsibilities of Board Members. It was noted that Dave Koch and Ken Simmons had fulfilled their two-year terms and nominations were taken for new Board Members. Pat Schauer and Gloria Smith were elected.

A sheet of paper was passed around to allow attendees to express interest in being a member of the Architectural Committee or Welcoming Committee.

2014 Accomplishments

While our budget has not allowed for major repairs or renovations, we have completed a number of projects for the benefit of our homeowner members:

- Replaced or repaired the tree root-damaged sidewalk along Territorial Road.
- Spread gravel along the Territorial Road brick wall to minimize the mud spatters on the wall during the rainy season.
- Replaced the entry lights with energy-efficient LED lighting.
- Asked the City to prune back the trees that were leaning on the tennis court fence, which they did.
- The tennis court surface was cleaned by a pressure washing/scrubbing contractor.
- We entered into a contract with a new landscaping services contractor with good results.
- We have been able to add over \$10,000 to our long-term reserves.

Matters of Near-term Concern

- Possible need for a safety fence and backfill along Willow Creek "Elbow" area
- Improvement of walkways in wetland area (possible community work project).

Long-term Large Projects

- The brick wall along Territorial Road will eventually need extensive repairs. Although there is noticeable damage in some places, at this point, we have decided to monitor the most seriously damaged areas and make selected repairs as needed. By building up our reserve account we will be able to handle the expense of repairs when the time comes.
- Willow Creek Estates has 13 mailbox pedestals. Over the years, three have been replaced and updated with more functional metal inserts. Of the remaining 10 units, some are getting quite rusted and a few have developed serious leans. Our goal is to replace one of the pedestals and mailbox cluster units each year, beginning in 2015, starting with the most damaged units first. We anticipate the cost of each will be \$2,500-3,000.
- The Tennis Court The retaining wall next to the wetlands is tilting and will need to be replaced at some point.

New Business

- Dave Koch reminded attendees of how to access our website and contact HOA Board Members when needed - <http://www.willowcreekhomeowners.com>; wcehoaboard@gmail.com
- There was a brief discussion on safety and security in our community.
- Construction guidelines for outbuildings was provided.

Meeting was adjourned at 10:20.

Respectfully submitted,
Karen Wiley