**WILLOW CREEK ESTATES HOA**

**Board Meeting Minutes**

February 22, 2024

6:00 p.m.

The Burnett Residence

A regular meeting of the Willow Creek Estates Board of Directors, an Oregon nonprofit corporation, was called by President Tom Pierce, in Canby, Oregon.

**Willow Creek Estates (WCE) Board Directors Present:**

Tom Pierce, President

Cara North, Vice-President

Diane Burnett, Treasurer

Kim Hosford, Secretary

Absent: Ryan Buss, Communications

**Opening/Call to Order:**

President Tom Pierce called the meeting to order at 6:03 p.m.

**Approval of Agenda:**

Diane Burnett made a motion to approve the agenda. Cara Hawkins seconded the motion. Motion carried.

**Approval of January Meeting Minutes:**

The board decided to wait to approve the board minutes until all three of the board members who attended the meetings could be attendance.

**Treasurer’s Report:**

Diane Burnett reported that the work to repair the entryway will take place on February 23.

Checking: $6,424.40 Savings: $83,906.80 Total: $90,331.20

**Architectural Committee Report and Compliance Matters:**

Cara Hawkins is the new committee chair for the architectural committee. The board will continue as the architectural committee. Cara reported that there were no new A/C requests.

**Old Business:**

1. **Walking trail fence review**

A discussion of what is needed for repairing the trail fence ensued. Ryan Buss was heading up this project so he will need to be consulted.

1. **Reserve Study discussion**

A discussion of the brick wall ensued. The board decided to schedule a work session for a more in depth discussion.

1. **Entryway discussion**

Tom Pierce asked if the person who did the damage to the entryway has reimbursed WCE for the repair expense. Kim volunteered to contact former board director to get an update and follow up with Tom Pierce.

1. **Review project list**

Kim handed out a project list that was created by last year’s board. Some items on the list have been completed. Discussion ensued. Tom Pierce will get another quote on bark dust.

**New Business:**

1. **Next communication/content**

Since Ryan Buss was unable to attend this meeting, the board decided to postpone this discussion.

1. **Tennis Court maintenance**

The condition of the tennis court was discussed. Cara Hawkins informed the board that she is getting a quote for tennis court maintenance and repair.

1. **Event planning next meeting**

Kim Hosford handed out a list of 2024 dates for planning purposes.

**Adjourn:**

Tom Pierce left the meeting at 7:00 p.m. to attend a family event. The meeting continued.

A motion was made and seconded to adjourn the meeting. The meeting was adjourned at 7:09 p.m.

**Date for upcoming meeting:**

The WCE Board will meet for a work session on Thursday, March 14, at 6:00 p.m., and will be held at the Burnett residence.

The next WCE board meeting will be held on Thursday, March 21, at 6:00 p.m., at the Burnett residence.

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