

Willoughby End Board Meeting Minutes

Date: Aug 17, 2023

Meeting called to order by: Jenny Clark	
Attendees: Donna Williams, Joe Rogers, Sharon Hammond, Betty Turner	
Approve Minutes from Date:	N/A
Accept and Approve Financials from _____ (date):	N/A

UNFINISHED BUSINESS

Topic	Review Operating and Reserve Budget/Discuss Priorities
Discussion	Betty Turner did a deep dive into the Operating budget for the Board and found more money available for Capital Expenditures. We have approximately \$45K to spend. \$19,200 has been approved for completing all roof repairs. The balance will be spent on triaged Dormer repairs and trim.
Conclusions	<ol style="list-style-type: none">1. All Roof repairs will be completed.2. Obtain one more quote for the Dormer repairs, pressure washing of siding, repair of any wood damage and paint. Prioritize these repairs.3. There will be a financial update by Sep 15
Topic	Electrical Repairs at front entrance
Discussion	Custom Electrical has reviewed the project. To repair using a conduit will be thousands of dollars. Donna will check with Custom Electric to see what is affected by this breach. Is it just the entrance lights or also the power to the common irrigation system. After this assessment we will re-evaluate.
Conclusions	Solar lights will be installed temporarily to the front entrance.

NEW BUSINESS

Topic	Pond Fence repair
Discussion	
Conclusions	Completed

Topic	Kern's Landscaping Contract
Discussion	Contract with Kern's Landscaping will be signed.
Conclusions	Contract will begin Oct 1st 2023

NEW BUSINESS (cont'd if necessary)

Topic	Rental Policy
Discussion	Review with Margaret Chase on advice regarding instituting an interim policy.
Conclusions	Will revisit after getting her advice.
Topic	Future Board meetings
Discussion	The space at Lewis Recreational Center has been cancelled.
Conclusions	Meeting sites for the community Annual meeting and Budget meeting will be announced.

Prepared and Submitted by:

Name: Sharon Hammond, Secretary