

**Willow Hills HOA
Monthly Board of Directors Open Meeting
Tuesday, June 22, 2021
Adult Center on Rosser, Prescott**

Open Meeting Minutes

Board Members Present: Dan Trembath Cheryle Barkwill
Steve Colla

Board Members Absent: Dan Tate

Management: Deja Rabone, Community Manager Tri-City Property Management

Special Guests: None

I. Call to Order: 5:29 p.m. by Community Manager, Deja Rabone

II. Organizational Meeting:

- a. Officer positions were chosen for the rest of 2021
- b. They are as follows:
 - i. Dan Trembath – President
 - ii. Cheryle Barkwill – Vice-President
 - iii. Dan Tate – Secretary
 - iv. Steve Colla – Treasurer

III. Homeowner Forum:

- a. There were four (4) homeowner in attendance.
- b. Comments were given regarding the website and it not being up to date. Dan and Deja let the owners know that they would like into it and get with the website administrator to get everything added.
- c. Comments regarding meeting notices not being sent out were expressed. Deja with Tri-City noted that the meeting dates are presented in the assessment letter sent every year for the coming year and they are posted on the website. She also stated that if the meeting is rescheduled an email is sent out to homeowners (as in the case of this meeting) and encouraged all homeowners to have their email on file with the association.

IV. Minutes/Consent Calendar:

Dan Trembath motioned to approve the March 2020 Board of Directors Meeting Minutes as well as ratify the following items that were sent to the Board as unanimous consents:

- 1. Insurance Renewal
- 2. Electrical repair to monument sign
- 3. Approval of 2021 Budget
- 4. Approval of 2021 Assessment Amount
- 5. 2021 CPA Engagement Letter

Cheryle Barkwill seconded the motion. Motion passed unanimously.

Treasurer's Report:

Deja with Tri-City gave the operating and reserve balances as of May 31, 2021.

V. Committee Reports:

- a. **Architectural** – Cheryle Barkwill has had many approvals for paint and a few upgrades here and there. She will drop off all of the approvals to Deja at Tri-City.

VI. Unfinished Business:

- a. None at this time.

VII. New Business:

- a. The rest of the year's meeting dates have been set and Deja will confirm the Adult Center is available. They will be September 21, 2021 and December 7, 2021 (annual meeting), both at 5:30pm.
- b. Board discussed the fencing at the park. The issue will be tabled to explore options of replacement or removal.
- c. Board discussed the safety rail installed on Bridgewater by the City of Prescott. Dan Trembath stated that the association's role in it is no longer needed. He will be getting with the city directly to address as a single homeowner.

VIII. Adjournment:

With no other matters to discuss, the Open Meeting adjourned at 6:28 p.m. to Executive Session pursuant to ARS § 33-1248(A)(1) and (3).

Respectfully Submitted,

Deja Rabone

Deja Rabone, CAAM
Community Manager
Acting Recording Secretary