

WILLOW BROOK ESTATES COMMUNITY ASSOCIATION UNITS 5 & 6
DECEMBER 12, 2023 BOARD MEMBER MINUTES 7:00 PM

Page 1 of 1

Board: John Weatherspoon- President (Absent)
Anthony Koetzle- Vice President
Ray Peterlin- Secretary/Treasurer
Clara Voyles- Director
Sue Kalweit – Director
John Graham – Director

lot Tony
and John G.
all approved
3-12-24

KMC Consulting: Barb Scully

Minutes to approve 11/14/23 Board and Member Meeting. A motion to approve the 11/14/23 minutes was made by Clara Voyles and seconded by Ray Peterlin. All board members present approved the 11/14/23 minutes.

The Financials as of the 11/30/23 Financial Statement:

Income: \$8,767.86

Expenses: \$4,958.98

Total income less expenses: \$ 3,808.88

Cash Balances: \$70,143.96

Delinquencies as of 11/30/23 \$71,555.00 (28 Total Accounts – 10 Current Year - 18 Prior Year)

A motion to approve the 11/30/23 Financial Statement was made by Clara Voyles and seconded by Ray Peterlin. All board members present approved the 11/30/23 financial.

The Financials as of the 12/10/23 Financial Statement:

Income: \$0.00

Expenses: \$3,069.40

Total income less expenses: \$ (3,069.40)

Cash Balances: \$67,074.56

A motion to approve the 12/10/23 Financial Statement was made by Clara Voyles and seconded by Ray Peterlin. All board members present approved the 12/10/23 financial.

Contracts to ratify since last meeting: None

Topics to discuss:

1. 2023 Audit Jan 2023 – Dec 11, 2023 Conducted audit. 2023 Audit approved by board
2. Harris Bank transfer to completed when board members can meet to go to the bank
3. Board Member Harassment – Tabled Waiting on documentation.

Meeting adjourned at 7:40PM.

WILLOW BROOK ESTATES COMMUNITY ASSOCIATION UNITS 5 & 6
DECEMBER 12, 2023 ANNUAL MEETING MINUTES 7:30 PM

Page 1 of 1

John Graham called the meeting to order at 7:41 PM.

Board present: John Weatherspoon – President (Absent)
 Anthony Koetzle - Vice President
 Ray Peterlin – Secretary/Treasurer
 Clara Voyles – Director
 Sue Kalweit- Director
 John Graham - Director

*1st Clara
2nd Tony
All approved
3-12-24*

KMC Consulting: Barb Scully

Chairperson of Nominating Committee: John Graham

No members were present

The December 13, 2022 annual meeting minutes presented. A motion to approve the minutes by Clara Voyles and was seconded by Ray Peterlin. All board members present approved the motion.

The nominations for 2024 were Clara Voyles, Ray Peterlin, and Sue Kalweit.

The nominating Chairperson motioned to approve the three nominations for the 2024 election as prescribed by the bylaws to the board immediately. The people nominated were Clara Voyles, Ray Peterlin, and Sue Kalweit. A motion made to approve the nominees by acclamation by John Graham, and seconded by Anthony Koetzle to accept the nominations. All board members present approved the motion unanimously.

A motion made to keep all officers in the same positions as prior year by acclamation was made by Clara Voyles and seconded by Sue Kalweit. All board members present approved the motion unanimously.

A motion to close the meeting by Clara Voyles, and seconded by Sue Kalweit. All board members present approved the motion.

The Chairman of the Nominating Committee, John Graham, closed the meeting at 7:50 PM.