

WILLOW BROOK ESTATES COMMUNITY ASSOCIATION UNITS 5 & 6  
December 10, 2024 BOARD AND ANNUAL MEMBER MEETING MINUTES 6:30 PM  
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Board: John Weatherspoon- President  
Anthony Koetzle- Vice President  
Ray Peterlin- Secretary/Treasurer (Absent)  
Clara Voyles- Director  
John Graham - Director  
Sue Kalweit – Director (Absent)

KMC Consulting: Barb Scully  
Kenneth McCracken

No members present at the meeting.

Chairperson of Nominating Committee: Clara Voyles

Called meeting to order at 6:30 PM.

11/12/24 Board and Member Meeting Minutes were presented. A motion to approve the November minutes was made by Clara Voyles and seconded by Anthony Koetzle. All board members present approved the motion.

The Financials as of the 11/30/24 Financial Statement was presented:

Income: \$ 1,335.68  
Expenses: \$ 13,861.93  
Total income less expenses: \$ -12,526.25  
Cash Balances: \$55,144.57

Total Past Due as of 11/30/24 \$87,184.40  
28 Past Due Accounts

A motion to approve the November 2024 financial was made by Anthony Koetzle and seconded by Clara Voyles. All board members present approved the motion.

The 2024 Annual Audit was completed. Board members present approved the 2024 Financials through December 10, 2024.

The board meeting was closed at 6:40PM.

Clara Voyles opened the annual meeting at 7:00PM.

The nominations for 2025 were John Weatherspoon, Anthony Koetzle, and John Graham.

The nominating Chairperson motioned to approve the three nominations for the 2025 election as prescribed by the bylaws to the board immediately. The people nominated were John Weatherspoon, Anthony Koetzle, and John Graham. 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 John Graham and seconded by Anthony Koetzle. All board members present approved the motion unanimously.

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

The Chairman of the Nominating Committee, Clara Voyles, closed the meeting at 7:10 PM.

let Clara  
and Sue K  
all board present  
approved  
3-11-25