

WILLOW BROOK ESTATES COMMUNITY ASSOCIATION UNITS 5 & 6  
March 11, 2025 BOARD AND MEMBER MEETING MINUTES 6:30 PM  
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Board: John Weatherspoon- President  
Anthony Koetzle- Vice President  
Ray Peterlin- Secretary/Treasurer  
Clara Voyles- Director  
Sue Kalweit – Director  
John Graham – Director

Approved  
4-8-25

KMC Consulting: Barb Scully

One member present at the meeting.

The meeting was called to order at 6:30 PM.

12/10/24 Board and Annual Member Meeting Minutes were presented. A motion to approve the December 2024 minutes by Clara Voyles and seconded by Sue Kalweit. All board members approved the minutes.

The Financials as of the 01/31/25 Financial Statement:

Income: \$ 9,446.33

Expenses: \$ 1,261.77

Total income less expenses: \$ 8,184.56

Cash Balances: \$60,393.96

A motion to approve the January Financial Statement was made by Anthony Koetzle and seconded by Clara Voyles. All board members approved the January 2025 Financial.

The Financials as of the 02/28/25 Financial Statement:

Income: \$ 10,564.17

Expenses: \$ 1,868.17

Total income less expenses: \$ 8,696.00

Cash Balances: \$69,089.96

Total Past Due as of 02/28/25 24 Past Due Accounts

A motion to approve the February Financial Statement was made by Anthony Koetzle and seconded by Ray Peterlin. All board members approved the February 2025 Financial.

Brueck Construction quote for \$3,650.00 – Plant grass seed, add straw mesh and add black dirt and grading to provide for an even surface. A motion to approve this quote was made by Ray Peterlin and seconded by Anthony Koetzle. All board members approved the motion.

Signs in the association – KMC Consulting will get quotes for new signs in the association

Violation fines were discussed. When there is a violation, a notice will be sent to the homeowner. They will have 10 days to respond. They will be given a \$150.00 a week fine until the violation hearing is conducted. If the violation is not corrected, they will be mailed a notice for a violation hearing. After the hearing, if the violation is not corrected within one a week, a \$300.00 a week violation until corrected. This motion was made by Anthony Koetzle and seconded by Ray Peterlin. All board members approved the motion.

Board meeting was adjourned at 6:55 PM.

The member meeting was opened at 7:00 PM.

The minutes and the financials were presented to the member attending the meeting.

There were no questions from the member.

The member meeting was adjourned at 7:25PM.