

Willow Valley Club Association
Board of Directors Meeting
Saturday, June 6, 2026, 9 am
549 Gordon Drive, Mohave Valley, AZ 86440



1. **Call to Order:** The Board Meeting was called to order by Chris Elvert at 9:00 AM.
 - a. Pledge of Allegiance: Chris Elvert led the Pledge of Allegiance; 13 out of 13 board members were present making it a quorum.
 - b. Roll Call:
 - i. Present: Chris Elvert, Karen Summitt, Lisa Eilar, Carla Awtry, Mark Aery, Ken Koch, Sue Steeber, Randy Burton, Ken Koch, Paul Merz, Ted Martin, Don Martorano, Pat Kerr, Ron Mick.
 - ii. General Membership in Attendance: 35
 - iii. Zoom – Not Available
2. **Approve May 2, 2026, Meeting Minutes:**
 - a. Chris Elvert
 - i. The Meeting Minutes are sent to the board of Directors to review prior to the meeting. Copies were provided to members and are available on the website and in the office.
 - ii. Discussion – Treasurer Carla Awtry said the date for the end of Summer Party was listed wrong on May 2, 2026, meeting minutes, and needed to change the date from October 17, 2026, to October 10, 2026. Board member Sue Steeber would like to add the name that Pat Kerr called the 3 board members and their full names in reference to Pat Kerr's statement under new business (D). Ted Martin made a motion to approve minutes as presented with the changes per Treasurer Carla Awtry, and adding the word change proposed by Sue Steeber but not adding their names, 2nd by Carla Awtry and carried.
3. **Approve April 2026 Treasures Report – Carla Awtry**
 - a. Paul Merz made a motion to approve April 2026 Treasures report, 2nd by Karen Summit and carried. Co – Chairmen Karen Summitt had a question, regarding writing checks to care takers. Treasurer Carla Awtry said they now have a debit card.
4. **Standing Committees**
 - a. **Building & Maintenance – Paul Merz**
 - i. Pulled weeds around the docs, repaired exit gate tripping wire.
 - ii. New lighting has been installed in the marina grass area. Everything is working great.
 - iii. Boats have been launching successfully. The water has been up.

- iv. There was moss down at the bottom boat launch, Paul Merz took a pool brush and scrubbed it.
- v. Chris Elvert thanked Paul Merz for everything he fixes down at the marina.
- vi. Chris Elvert gave Don Martorano and his crew a shout out for painting the inside of the clubhouse, it looks great.

b. Publicity & Communications – Carla Awtry

- i. We are keeping everyone informed on Facebook.

c. Recreation & Entertainment – Carla Awtry

- i. Cornhole tonight 6-6-26 down at the marina, Sign – ups start at 5:00 p.m., Start playing at 6:00 p.m. \$10.00 buy- in raffle for a set of cornhole boards every participant gets a free raffle ticket. Free hot dogs.
- ii. 4th of July bingo Friday July 3rd, doors open at 6:30 p.m. game starts at 7:00 p.m.
- iii. End of Summer party, October 10th. We have the band locked in, food is just about locked in, everything is going well.
- iv. Trunk or Treat October 24th at the marina beach parking lot, event will start at 6:00 p.m.
- v. Pancake Breakfast from October 4th to April 4th
 - 1. John Kinghan gave a recap on this last season from October to September we gave \$1,157.00 to clubhouse and we served 806 people in 4 months.

5. Strategic Planning – Karen Summitt

- a. Nothing regarding strategic Planning, we are working on Policies. We have a Policy meeting on June 19th at 4:00 PM. Anyone that wants to come can come and join the Policy Committee. It will be held at Karen Summits office.

6. New Business

a. Digitizing the marina access gate – Paul Merz

- i. Tabled until September 2026

b. Minutes & Agenda Protocol – Chris Elvert

- i. Discussion or questions on protocol. New protocol is if anyone board member or community member that wants anything to be put on the agenda needs to be requested 12 days before the next meeting, you must include all information regarding what you are wanting added, bids, costs, anything that supports what you are adding. 10 days before we send all paperwork and agenda out to Chairman and Co-Chairman so they can review the agenda and make sure they have all paperwork to support the agenda and all information before the board meeting so they can prepare, 8 days before the agenda is sent to the Board of Directors to review, it is posted on the website for all members to review for board meetings.

- ii. Chairman Chris Elvert said this has been our policy for the last 3 years and we will keep it the way it is.

c. **Discussion of possible funding for the marina improvement project – Patt Kerr**

- i. Committee is working on a preliminary capital improvement funding analysis; it lays out marina funding options. Four (4) bids have been received for dredging and ramp replacement. Currently working to get bids in for erosion control so we have a complete number. Consensus is that all work to be done at same time to keep costs lower. Member who worked on project for the contractor asks why we are having to replace ramp. Says he told contractor that he couldn't change slope of ramp that was not the scope of work and contractor responded back to him that the ramp committee told him to change the slope of the ramp. Chairman says no money will be spent until we have complete voting package and voting approval from the membership. A discussion about how many members and how many pay their dues. 1900 lots and about 1300-1400 pay dues with 301 delinquents. Community members wish to pursue those responsible for marina issues. Funding options could be assessment, reserve funds, loan or combination of both. Assessments take longer to gather funds; funds are acquired faster with loans. People are upset that it must be done 3 times, members acknowledge that they have a right to be upset. The secretary, Lisa Eilar, stated that she thinks that we should open an investigation into what happened with the ramp project and who's responsible. Estimates gathered to date indicate that the project cost will be approximately a million dollars. Questions were raised regarding going back to contractor to recover funds for faulty work. Member explains percent and degrees. Standard requirements call for 12%- 15% our ramp that contractor built us goes from 14% to 7% to 6%. In degrees standards call for 7 degrees to 8.5 degrees our ramp goes from 8 degrees to 4.5 degrees to 3.5 degrees. Member, Sam Eilar has measured ramp slope and said the measurements on Paul Merz's Facebook post, dated December 11, 2024, are an accurate drawing of the ramp slope as it is today. Discussion occurred about assessments, loans. Questions raised regarding having contractor come back before board to answer questions in an open meeting. Discussion about splitting projects into parts, buying or renting coffer dam. Discussion about each property being assessed separately verses one owner of multiple properties only paying one assessment. More research needs to be done to verify legality. Discussion is tabled till we have more erosion bids and complete capital improvement funding options.

d. **Consulting Services Proposal for Erosion Control \$1900**

- i. Launch Team has some concerns about verbiage in proposal wants to get clarified before executing contract. Karen Summitt made a motion to

approve the consulting services proposal for erosion control, after launch team has approved scope of work and it has been sent to the Board of Directors for review, 2nd by Patt Kerr and carried.

e. **Reimbursement to Patt Kerr for marina topographical map \$1500**

- i. Discussion took place about the topographical survey and the 27 core samples they took with detailed amounts to be dredged. Ted martin made a motion to reimburse Pat Kerr \$1500.00 for marina topographical map, 2nd by Carla Awtry, and carried.

f. **Point of Contact with Attorney**

- i. Attorney only wants one (1) point of contact from board. This helps board keep costs in check. Bob McMahan has been point of contact since 2019. Bob states he's willing to continue as point of contact. Ted Martin made a Motion to keep Bob McMahan as point of contact with attorney, 2nd by Chris Elvert and carried.

g. **Proposal to purchase floor wax equipment bid \$1,000 – Paul Merz**

- i. A professional floor care company owner came to speak and offered some floor care equipment to the club. A high-speed buffer, another buffer, and evacuation system/extractor, air mover for \$1,000. Owner said he would come and teach caretakers how to care for floor and use equipment. Floor should stand up to tables, chairs, foot traffic if stripped and waxed once a year and hard service once a week. Caretakers should have everything needed to care for floor properly. Paul Merz made a motion to approve the \$1000.00 to purchase floor care equipment, 2nd by Chris Elvert, and carried.

h. **Complaint and Review**

- i. Sam Eilar submitted a complaint and independent review request of the prior ramp project by Arizona West, work performed November – December 2024, will be placed on the July 2026 meeting agenda.

7. **Old Business**

a. **Tri-State Wi-Fi**

- i. Nothing on Tri-State Wi-Fi

b. **Launch Task Team**

- i. Already been covered earlier in meeting.

c. **Board Approval of Policies and Procedures – Karen Summitt**

- i. Discussion on Policies
- ii. Chairmen Chris Elvet said he would like the word President taken out of the documents and add the word Chairperson. He stated at the next meeting he would like to talk a little bit more about gate cards and security footage.

d. **Collection of dues and gate card policy**

- i. Discussion board member Ted Martin made a motion to approve the collection of assessments and gate cards once the policy committee makes alterations, 2nd by Don Martorano, and carried.
- ii. Discussion on accepting and adapting the new policies which are:
 - 1. A unified complaint policy, a new complaint form, and a new complaint response form.
 - 2. A policy and form to view our security footage.
 - 3. A new election policy.
- iii. Ted Martin Made a motion to accept the complaint policy, complaint form, complaint response form, security footage policy and security footage request form, election policy, 2nd by Carla Awtry and carried.

8. **Adjourned:** 10:23 a.m.