Willow Valley Club Association

Board of Directors & General Membership Meeting

Meeting Minutes — DRAFT

Saturday, November 7, 2026 — 9:00 a.m.
549 Gordon Drive, Mohave Valley, AZ 86440

1. Call to Order

- The meeting was called to order by Chris Elvert at 9:10 a.m.
- Roll Call — Present: Pat Kerr, Ron Mick, Ken Koch, Sue Steeber, Chris Elvert, Carla Awtry, Ted Martin, Don Martarano. Absent: Paul Merz, Karen Summitt.
- A quorum was confirmed.
- Pledge of Alliance recited.

2. Approve Meeting Minutes from October 3, 2026

Corrections identified:

- Page 1 — a correction was requested to the meeting date, which was Saturday, October 3, 2026.

Decision: *The October 3, 2026, meeting minutes were approved with the identified correction. The motion carried. (Motion Made by Ted Martin and Seconded by Don Martorano).*

- **September 12, 2026,** meeting minutes. Page 7, a correction was identified to the ACOE permit reverification term. The minutes reflect an 18-month extension, which should be corrected to 60 months (March 2031).

Decision: *The September 12, 2026, meeting minutes were approved with the identified correction. The motion carried. (Motion Made by Ted Martin and Seconded by Don Martorano).*

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3. Approve Treasurer's Report — September 2026

- The September financial report was presented for approval. No substantive financial questions were raised.

Decision: *A motion was made and seconded to approve the September 2026 financial report. The motion carried. (Motion by Ted Martin and Seconded by Carla Awtry).*

4. Standing Committee

a. Building & Maintenance — Paul Merz

- No report.

b. Publicity & Communication — Carla Awtry

- No report.

c. Recreation & Entertainment — Carla Awtry

- November 27: Charity Bunco (replacing bingo) featuring raffle tickets, a 50-50 drawing, and cornhole boards made by Brian Osborne. All proceeds support the fire department's Toys for Tots program.
- Saturday, November 29: Craft Fair from 9:00 AM to 2:00 PM.

- Saturday, November 29: Parade lineup at the marina starting at 3:30 PM, with the parade beginning at dusk.
- December 4: Left, Right, Center event at 6:00 PM.
- December 6: Pancake Breakfast.
- December 12: Paint Party.
- December 18: Human Horse Races.
- It was noted that the recent Halloween Carnival partnership with Mojave Valley Fire District generated over $1,000 for the Christmas for Kids program, which serves between 78 and 225 needy children in the district.

5. Strategic Planning / Policy — Karen Summitt

- No report. Financial policy review tabled until the December 2026 meeting.

6. New Business

a. Launch Ramp

- Consider filing a complaint to the Arizona Board of General Contractors. This was placed on the agenda per the attorney's advice. The board approved a motion to file a complaint against a contractor via the Board of General Contractors regarding permit parameters. Pat will lead the filing process under legal advice to meet a two-month window. Additionally, there was discussion regarding attorney expenses; it was reported spending $1,903 on an employee incident matter but noted that current billing is pending.

Decision: *A motion was made and seconded to start the complaint process against the contractor. The motion carried. (Motion by Pat Kerr and Seconded by Ted Martin; 1 opposed).*

b. Board Nominations

The meeting was turned over to the Board of Governors, Co-Chair Mark Bestwick. Nominations were accepted for several positions, pending qualification of residency and membership:

- District 1: Paul Merz (incumbent) and John Sitz.
- District 3: Don Martarano (incumbent).
- District 4: Vacant.
- District 5: Ken Koch (incumbent).
- Director at Large: Ron Mick (incumbent) Justin Pewsey, and Sam Eilar.
- Non-Resident Director at Large: Karen Summitt (incumbent).
- Secretary: Vacant.
- Treasurer: Carla Awtry (incumbent) and Trista Wilker.

Decision: *A motion was made and seconded to accept all nominations after candidates have been verified and approved by WVCA. The motion carried. (Motion by Chris Elvert and Seconded by Ted Martin). Meeting turned back over to Chris Elvert, Board Chair.*

c. Attorney Communication

- Bob McMahon addressed recent communication from the attorney and stated he is not at liberty to discuss yet as it is confidential at this time. Discussion was held about the expenses related to attorney

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reviews; it was noted that $1,903 was spent on an employee/member incident, and another payment of $3,000 was just sent for current legal reviews. Treasurer will monitor.

d. WVCA Facebook Page Management Controversy

- A dispute arose regarding members being suspended from the club's Facebook page for alleged unkind behavior or bullying.
- Carla explained that these suspensions followed Facebook's recommendations after receiving complaints within a short timeframe.
- The board clarified that these actions are social media management issues rather than official disciplinary measures by the Board of Directors.

7. Old Business

a. Property Liens

- Discussion occurred regarding property liens for members who are significantly behind on dues payments.
- It was reported that sending notices has already resulted in collecting $11,000 in arrears via an initial effort targeting long-term delinquents. Plans are underway to send out new notifications for those in their 90-day delinquency period by November 8th.
- Pat Kerr resigned from the project.
- Cost of filing liens through the court needs to be examined.

b. Marina Gate System Update

- Frontier has upgraded their WIFI software causing a problem with Hazelwood's gate operating system.
- Quote received for $1,607 for a patch to update Hazelwood's system to be compatible with Frontier.
- New gate cards cannot be issued at this time.
- A board member is looking at other operating systems and will report back.

Decision: *A motion was made and seconded to approve $1,700 for the patch to fix the gate system. Motion carried. (Motion by Chris Elvert and seconded by Ken Koch).*

c. Legal review of Complaint Updates

- Bob McMahon reported he has received the attorney's comments concerning the ramp conflict.

d. Audit

- Carla spoke to an audit contact proposed by a member and read their response letter. They declined to perform our audit and suggested we use a firm more aligned with our needs.
- There has been much difficulty in sourcing any audit firms.
- Armanino company, specializing in social clubs and not HOA's, has given a quote for 2 types of audits; Option 1: provides an opinion on the association's financial statements as a whole. Fees are $12,000 per year or $60,000 for 5 years. Option 2: provides targeted testing and factual findings on specific areas selected by the board. Fees are $8,000 to $16,000.
- Discussion was held about placing these options on the upcoming ballot for the community to vote and decide. The quote will be included with the ballots.

Decision: *A motion was made and seconded to approve placing audit options on the ballot for a community vote. Motion carried. (Motion by Ted Martin and seconded by Carla Awtry).*

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e. Executive Session

- The board is holding a closed-door executive session immediately after adjournment. The members are welcome to come back to attend the open meeting session afterwards.

8. Adjourn

- Meeting adjourned at approximately 10:15am.

9. Call to Order

- Chris Elvert called the open meeting after the executive session to order at 10:30am.
- The purpose of the executive session meeting was to review comments from the attorney regarding complaints.
- A closed-door executive session will be scheduled as soon as possible for the purpose of a hearing.

10. Adjourn

- Meeting adjourned at approximately 10:35am.

Draft prepared from the November 7, 2026, meeting notes and recording.

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Sue Steeber, Acting Secretary
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Board Chair

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