**WILLOW VALLEY CLUB ASSOCIATION**

**BOARD OF DIRECTORS’ MEETING**

**MEETING HELD AT 549 E. GORGON DR. MOHAVE VALLEY, AZ 86440**

**MEETING HELD: JANUARY 4, 2025 @ 9:00 AM**

**1.0 CALL TO ORDER:** The Board of Directors meeting was called to order by Andrea Pewsey @ 9:00 am.

Andrea Pewsey led the Pledge of Allegiance, 11 out of 12 board members were present making it a quorum.

**1.** Present: Andrea Pewsey, Sue Steeber, Carla Awtry, Chris Elvert, Mark Aery, Lisa Eilar, Karen Summitt, Randy Burton, Ken Koch, Bryan Osborne, Lou Michels.

**2.** Absent: Chris Young

**3.** Number of general members attending meeting: 27

**2.0 APPROVE MEETING MINUTES FROM DECEMBER 7TH, 2024**

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. Motion to approve December 7th, 2024, meeting minutes, was made by Andrea Pewsey, 2nd by Sue Steeber, and carried.

**3.0 TREASURY REPORT:**

Carla Awtry and Andrea Pewsey- Reported Bank account amounts as of Nov 30, 2024, and current Bank account amounts as of January 2, 2025, which are the general fund has almost $244,000 the building account has $30,930.19, the reserve account has $153,680.37 and the Entertainment account has $4545.50. Carla Awtry is going to be meeting with the CPA to sub-categorize transactions in detail. Andrey Pewsey made a motion to Approve Treasures report for November 2024, 2nd by Sue Steeber, and carried.

**4.0 Standing Committees**

**a. BUILDING AND MAINTENANCE.**

Lou Michels – reported that the ramp is done, speed bumps have been straightened out. We are working on a few beautification projects at the marina. Leveling of the grass and new sprinklers. Lou Michels has a proposal to trim the Palm trees, we received and bid from Brody Phillips to trim 13 trees for $1000.00. Lou Michels made a motion to get 13 palm trees trimmed for $1000.00. 2nd by Andrea Pewsey and carried. Lou Michels also said they would like to eventually put curbing on the other side of the driveway, and some walkways into the picnic table area. He said he received a temporary bid for $6500.00 Lou Michels will follow up as it gets closer to doing the project Lou Michels will get additional bids. Andrea Pewsey said that Scott has done a nice job of leveling the point by the jet ski ramp. Andrea Pewsey made a motion for $300.00 for gravel, 2nd by Sue Steeber, and carried. He will remove the oleanders by right side of the jet ski ramp. They also want to put a sprinkler system, a new sprinkler system for the entire grass area and dig new lines and put the grass back. Paul said about $2500.00 ballpark figure for everything. Caretakers house is still on well water, not city water. Lawn is well water, not city water. Scott says they are ok on well water; it has only gone down one time.

**b. PUBLICITY AND COMMUNICATION**

Carla Awtry-

**i.** **Questions Regarding Names in a Trust & Transferring Owners**

Carla Awtry had a question about Deeds vs. Trusts. Karen Summitt explained Beneficiaries are not on deed, they can’t be members until trust is activated. Bob McMahon said that a question came up about Spouses not on deed, we changed that in the bi-laws Pg. 9, article 6 paragraph 2 “shall include unnamed spouses” to be regular members. Marriage licenses are provided to the office in case the spouse is not on the deed. Carla had a question about transfer fees when the deed changed name. Yes, they must pay the transfer fee of $175.00, if it is for different people. No, don’t pay if the name stays the same and it’s the same person.

**ii.** **Adding Return Mail Postage to Accounts**

Carla Awtry said that that maybe we should start charging postage fees for returned mail and bank fees and lien fees. Credit card fees are almost $4.00 to $5.00 processing. Right now, it is agreed that it is the cost of doing business. Will explore other ideas to offset cost later.

**c. Recreation & Entertainment:**

Bryan Osborne – pancake breakfast tomorrow January 4th, 2025, January 13th, 2025, Monday night football playoffs, January 26th championship, February 9th Superbowl

**5.0 OTHER COMMITTEES:**

**a. Launch Ramp Committee Update:**

Chris Elvert – Ramp Completed, paid for and we are holding back some money until the overflow parking lot is cleaned up and it should be done by the end of the month. A few people have tested it and said it’s all good. We are still looking at how to dredge the marina entrance. Andrea Pewsey said that the ramp pitches were measured, you want them to collect water in the center to flow down the middle.

**b. Bi-laws need to be Signed & filed with the County- Bob McMahon**

Bi laws to be signed today by Andrea Pewsey and Mark Aery.

**6.0 STRATEGIC PLANNING:**

Karen Summitt – Said to send her your proposed projects (Lou has marina plans, etc.)

Andrea Pewsey said that Russ with Arizona west said he will place broken concrete under the dock ramp.

**7.0 OLD BUSINESS:**

Chris Elvert – said that the neighbor has not been in contact about the fence on the north side of fence. Chris Elvert needs a $1000.00 check for marina electric repair, to submit permits to the county. (River cities electrical)

Chris Elvert said a lot of our funds have been disbursed from the building fund. How do we replenish those funds? Transfer fees and all assessments go to replenish building fund. Dock Rentals should go into Marina Fund. 10% for building funds from total assessments(dues). There was a question about whether each membership gets 1 gate card key or 2. You get 1 gate card with your membership and you can buy 1 additional card.

**8.0 Old Business**

**a. Waiver by the Board of Directors (results from Attorney)**

Bob McMahon said the attorney feels the information we sent him was incomplete and wants R&R”sor CC&R”s for WV Estates . Karen Summitt will meet with Bob McMahon to clarify.

**b. Office Phones –**

Andrea Pewsey said that the office phones were down. The phone problems have been bad. Should we switch to cell phones for the Office? Then we would only have one phone. Optimum has land lines. We can look into this option. Checking back with TWN but since our lines are overhead, they are not offering this yet.

**c. Escrow Policy and Procedures – Property Form Suggestions & Approval**

New Policy and new form. 4 forms created for different scenarios, put all on 1 form with all things needed on one form. Andrea Pewsey, Karen Summitt, and Bob McMahon to meet to discuss.

**d. Such Other Business as Brought Before the Board of Directors.**

**OHV Registration –** Some paperwork does not show exp. Date and not street legal. Bob McMahon said that it’s not a WVCA responsibility to enforce, owner is still responsible for registering with the DMV. Andrea Pewsey made a motion that All vehicles must have an Arizona licensed vehicle registration to enter the marina. 2nd by Carla Awtry and carried. Electric bikes can enter without a sticker, but you still need ID and gate card with you.

**Debit Card Policy –**

Carla Awtry Reviewed. There are problems with missing receipts and passing cards from person to person, not being checked out properly. There was over a $1000.00 discrepancy. So, we need a new policy change. Carla said the debit card needs to be returned the same day it is checked out, by the person that checked it out. For example, we had a charge in Hesperia with no receipt. Make sure you have a receipt for the transactions. Andrea Pewsey made a motion to pass the debit card policy, 2nd by Carla Awtry, and carried. Chris Elvert Opposed. Bryan Osborne Made a motion to up his limit from $500.00 limit to $1500.00 limit, 2nd by Andrea Pewsey, and carried.

**2025 Board of Directors Meeting Schedule:**

Sue Steeber made a motion to approve the 2025 Board of Directors meeting schedule, 2nd by Ken Koch.

Mark Aery said that all Employees days off for the whole year be put on the website. People complained about not knowing that the office was closed during the holidays and could not pay their dues.

**No Grace Period for Late Payments –**

We sent out invoices in October 2024. Bob McMahon read from Articles Code Re: Late payments. $15.00 fee, late if 15 days or more past due dat. We can also impose interest on total due. Carla Awtry said no one has been charged yet pending this discussion. Andrea Pewsey made a motion that We will add “due upon receipt” to invoices, and move due date to December 15th, then 15-day grace period to December 31st. Then Jan 1st late fees will be added. Starting in 2026. We will mail it out in October 2025. 2nd by Sue Steeber and carried.

Chris Elvert made a motion for less than $500.00 for a 55’ TV for the patio for Monday Night Football and future events. 2nd by Ken Koch and carried. Sue Steeber and Bryan Osborne opposed.

Meeting Adjourned at 10:30 AM