

A meeting of the Willow Lake Homeowners Association was held on December 4, 2024 at 828 Willow Lake. The meeting started at 6:30 PM.

Board Members present: Michael Carrigan, Jonathan Crawford, Mike Crawford, Joe Casella, David Slabodnick and Kit Rogers. Via email, Diane Linette appointed Michael Carrigan her proxy for the meeting.

The minutes of the September 10, 2024 were discussed. Joe Casella recommended minor modifications to the draft minutes. Kit Rogers made a motion to approve the minutes as amended and was seconded by Dave Slobodnick. Minutes approved.

Mike Crawford reviewed the details of the Balance Sheet, Profit and Loss statement and bank statements for October 30, 2024 which had been previously sent to all directors. Mr. Crawford's report was accepted by the directors.

Michael Crawford and Michael Carrigan reviewed the details of the 2025 budget which were previously sent to the directors for review. It was compared and contrasted with the 10-month actual Profit and Loss Statement and 2024 annual actual results. Highlights of the 2025 included the assumption of no increase in dues, a 2 percent increase in the landscaping contract and 3% increase in utilities. Kit Rogers made motion to approve the 2025 budget. It was seconded by Jonathan Crawford. Board Approved.

Michael Carrigan initiated a discussion regarding board succession particularly in light of the impending resignation of vice president, Jonathan Crawford and possible position openings at the next election in 2026. Over the past it has been difficult to recruit homeowners willing to serve. To ensure board continuity is important for our Association to explore all available options. One option is to maintain status quo and hope board seats can be filled as resignations occur. Another option many HOA's throughout the local area have chosen is to hire an outside professional property management company to manage the day-to-day operations of the HOA. Mr. Carrigan distributed presentations submitted by two local firms. Both presentations were similar indicating the company would perform, Accounting, Administrative, Covenant Enforcement, Legal and various other miscellaneous duties, all functions currently managed by board members. The board discussed the pros and cons of the third-party arrangement. Consensus was this is definitely a viable option but more time is needed to learn if this arrangement is operationally appropriate and cost effective for Willow Lake. Also, it should be part of the succession discussion going forward. But, in the meantime, maintain the existing board structure.

The board considered possible replacements for Jonathan Crawford's board position. After thoughtful discussion, a motion was made by Kit Rogers to nominate Derek Colligan to the board effective after the 2025 annual meeting. Further, the position of vice president would be determined at that time. The motion was seconded by Jonathan Crawford. Approved with one abstention.

There was some discussion of the front gate lighting and camera picture clarity. Dave Slabodnick will continue to work on the matter and report back to the board.

Preparations for the Annual meeting were discussed; West Lake has confirmed reservations, email announcing details of meeting will be sent 12/5/24, further announcement with 1/1/25 dues invoice, final email announcement in late 01/25. Kit Rogers to obtain signage and place in neighborhood mid-January. Michael Carrigan and Mike Crawford will work on presentation package for the meeting.

Motion to adjourned brought by Kit Rogers and seconded by Jonathan Crawford. Board approved. Meeting adjourned 8:24.