

# WILLOW TRACE TOWNHOME ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING  
FEBRUARY 9TH, 2021

**MEMBERS PRESENT:** Robert Duvnjak, Karen Slicker, Bob Comfort, Vicki Mobus and Vanessa Holmes.

**MEMBERS ABSENT:**

**OTHERS PRESENT:**

Homeowners: There were 2 owners present for the meeting via Zoom virtual meeting.

**CALL TO ORDER:** The meeting to order at 6:00 p.m.

**APPROVAL OF MINUTES:** Vicki Mobus moved to approve the January 12, 2021 meeting minutes. Bob Comfort seconded the motion. The motion carried unanimously.

**FINANCIALS:** Bob Comfort moved to approve the unaudited January 2021 as presented. Karen Slicker second the motion. The motion carried unanimously.

**ASSOCIATION BUSINESS:**

**2021 3<sup>RD</sup> PHASE PAINTING WOOD REPAIRS:** The Board reviewed the proposal presented by Prep Rite Painting in the amount of \$14,625.00 for wood repairs. Bob Comfort moved to approve the proposal as presented. Karen Slicker second the motion. The motion carried unanimously.

**2020 ASSOCIATION TAX ENGAGEMENT LETTER:** The Board reviewed the 2020 Tax Engagement Letter provided by Dale Weidner & Company for the completion of the associations 2020 taxes. Robert Duvnjak moved to approve this request. Vicki Mobus second the motion. The motion carried unanimously.

**MAILBOX REPLACEMENT (RATIFY):** The Board approved proceed with the replacement of the association mailboxes with Page Specialties in the amount of \$10,312 and reconstruction of the mailboxes to retrofit in the amount of \$9,600. Bob Comfort moved to ratify the approval. Robert Duvnjak second the motion. The motion carried unanimously.

**MAILBOX AREA LIGHTING:** The Board reviewed the proposal for lighting to be placed at the mailbox area in the amount of \$440.10. Vicki Mobus moved to approve the proposal as presented. Karen Slicker second the motion. The motion carried unanimously.

**ADJOURNMENT:**

The meeting was adjourned at 7:25 p.m. Next Board of Directors meeting is scheduled for March 9<sup>th</sup>, 2021. There will be communication sent to owners for the attendance through Zoom virtual meetings.