

WILLOWBROOK MEADOWS HOA
Board of Directors Meeting
September 23, 2025

Board members present via Zoom were J Jardim, Mike Molloy, and Tim Richards. Representing Summit Resort Group was Deb Borel. A quorum was present.

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- I. Call to Order** – The meeting was called to order at 6:02 p.m.
- II. Owners' Forum** – It was noted that the meeting notice was posted on the website. John McMurtry, from 495 Bighorn Circle, was present. He stated that the shed that has recently been built at 497 Bighorn Circle has affected his and his wife's views, and he feels that it has an impact on resale value. He no longer has any mountain views, and when he purchased his home in 2017, he had wonderful views of Buffalo, Red and Thorne. The board supports the ARC in their opinion that the shed was not built according to the guidelines or what was approved. John dismissed himself from the meeting.
- III. Approve Minutes from previous Board Meetings** – The Board reviewed the minutes from the May 27, 2025 Board meeting. Mike moved to approve the minutes as presented. Tim seconded, and the motion carried.
- IV. Financial Review**
- A. Deb reviewed the July 31, 2025 close financials as follows:
- ❑ July 31, 2025 close financials report that Willowbrook has \$28,611.11 in Operating, \$59,608.61 in liquid Reserves and \$81,996.72 in an Edward Jones CD. In the Alpine Mailbox account, there is a balance of \$3,469.54.
 - ❑ The P & L reports that as of July 2025 close, the association was \$11,266.38 under budget in Operating expenses.
 - ❑ It was noted that the Mailbox account has reimbursed the Reserve account the amount that was owed. Operating has also reimbursed what was owed to Reserves.
- B. 2026 Budget Review – The board reviewed the 2026 proposed budget that was included in the meeting packet. Tim made a motion to approve the budget for presentation to owners at the annual meeting. Mike seconded, and the motion carried.
- V. Board Actions via Email**
- J made a motion to approve the following actions that have taken place via email since the last board meeting.
- A. 06/05/2025 – Approval to sign contract with Timberline
- Mike seconded, and the motion carried.

VI. Old Business

- A. Lawsuits Update – The last update was that Howard’s appeal was denied, and the case has been sent back to the original court to determine the fees that Howard owes.

VII. New Business

- A. 497 Bighorn Circle Shed – Mike made a motion to hire an attorney to send a letter to the owner of 497 Bighorn Circle to include reasons that the shed was not constructed as approved with regards to the height from the ground, the roofline and it is affecting the views of neighbors. Tim seconded, and the motion carried.
- B. Policy Review and Approval
 - a. Collection Policy
 - b. Phone and Email PolicyMike made a motion to approve the policies as drafted. J seconded, and the motion carried.
- C. 2025 Annual Meeting Notice Review and Approval – the board reviewed and approved the 2025 annual meeting notice.
- D. Next summer, the open space east of 579 Bighorn will be added to the scope.

VIII. Next Meeting Date

The next Board meeting is scheduled for November 6, 2025 at following the annual meeting via Zoom.

IX. Adjournment

With no further business, at 6:47 pm, Mike made a motion to adjourn. Tim seconded, and the motion carried.

Board Signature

Date