**Willow Grove Mill Board Meeting Minutes: 03/11/18 – 6:30pm**

Attendees: Aaron Blythe, Tony Tagliaferro, Brian Yarborough and Jackie Brown

1. **Call to Order:**
   1. Meeting called to order at 6:36pm.
2. **Minute’s Approval:**
3. Require approval for:
   1. 1/7/18 minutes
   2. 2/11/18 minutes
   3. Annual Meeting minutes
4. Motion was made by Aaron Blythe to approve the minutes and seconded by Tony Tagliaferro. Minutes approved and will be posted to the website.
6. **President’s Report – Aaron Blythe**
   1. Street signs have been repainted.
   2. Attempted to contact town manager regarding lighting/electrical placement for the signs.
   3. Parkway Law to have Bylaws and Restrictions recorded on the County deed restriction site.
   4. Confirmed retraction of unpaid homeowners from FB posting as a result of feedback.
7. **Vice President’s Report – Joyce Kidd**
   1. Mailed 6 Deed Restriction Violation Notices
      1. Fence disrepair
      2. Disabled Vehicle Parked on Driveway
      3. Unapproved Picket fence
      4. Utility trailer parked on residential street on recurring basis
      5. Unapproved and unfinished fence
      6. Trash, construction materials, tools and other equipment unsecured and visible on property
   2. Submitting $10 invoice for postage stamps
   3. Addressing property condition on Middlesex Drive through notification to mail.
   4. Brian made a motion to serve notice of 3 years for the fence violation and the $1K for mailing expense. Aaron seconded and Tony & Jackie approved.
8. **Treasurer’s Report – Tony Tagliaferro**
   1. Treasurer’s Report
      1. Cash on Hand: $15,801.59
      2. Running Total of Expenses: $609.07
   2. Dropped off QuickBooks file for accounting/tax review
   3. Paid 2016/2017 Franchise Tax due 3/1 for $25. 2016 late fees included a total of $172.50.
      1. Franchise Tax is paid up to date.
   4. Met w/ Mazzola and Sleepy Hollow regarding landscaping. Asked to have ongoing maintenance included in estimate.
   5. Scheduled to pick up tax return 3/13/18.
9. **Old Business:**
   1. Mail 2018 dues notice in April w/ May due date.
   2. Restrictions - Review deep restrictions to see what changes we want to make
      1. Eliminate post restrictions for mailboxes
      2. Shed size suggestion is to move from 80 square feet to 120 square feet (10ft x 12ft)
   3. Inquire if website has a polling option that can be leveraged for restriction voting? Determine if polling is an option after discussion with Legal partners.
   4. Work underway to accept online payment for 2018 dues through the use of PayPal or similar.
      1. Possible non-profit 503c tax option. Cost of $0.30 per transaction + 2.25% fee.
10. **New Business:**
    1. Board to formally request the annual block party be renamed to something other than using the community name.
11. **Adjournment:**
    1. Brian motioned to adjourn the meeting and Jackie seconded the motion
    2. Meeting was adjourned at 7:27pm
    3. Next meeting scheduled for 4/8/18 a t 6:30pm