**Willow Grove Mill Board Meeting Minutes: 8/18/19 – 7:00pm**

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

1. **Call to Order:**
	* Meeting called to order at 7:00pm.
2. **Minute’s Approval:**
	* Minutes from 6/9/19 to approve.
	* Emailing minutes for approval.
3. **President’s Report – Aaron Blythe**
	* ARC committee approval process is going as expected with new committee
	* School bus & water truck parking
		1. Water truck has been cleared up
		2. School bus was to be temporary but needs to stop. Aaron to address with driver.
	* Need to address trees in disrepair on various streets including Truepenny, Plymouth, etc.
		1. HOA to review bids from multiple tree services for replacement and removal of trees.
		2. Suggestion to provide notice to homeowners where applicable, to address tree trimming and/or replacement prior to HOA addressing and billing homeowner.
		3. Post town code to WGM HOA website to alert homeowners to requirement for tree maintenance
4. **Vice President’s Report – Joyce Kidd**
	* 1 notice mailed to homemade mailbox concern
	* Aaron to follow up on next steps for homeowner in need of requiring garage doors to be painted
	* Need to mail notice to 123 Plymouth for purple paint on skirt of home
5. **At-Large Report – Jackie Brown**
	* Tow truck on Gillespie Ave. is back and needs to be addressed through the police department
		1. Jackie to contact non-emergency line for MPD
6. **Treasurer’s Report – Tony Tagliaferro**
	* Above ground pool situation addressed quickly
	* Balance as of 8/15/19
		1. $30,729.00
		2. 2019 Total of Expenses: $18,050.81
7. **Old Business:**
	* No old business to review
8. **New Business:**
	* HOA board to provide $500 to WGM Block Party committee for 2019 party
		1. Committee will be asked to attend a future HOA board meeting to review planning for 2020 party
	* Tony suggested to send notice to all homeowners regarding violations that could exist and what actions homeowners need to take
		1. Suggest to mail letter in 4Q19 with enforcement starting in 1Q20
		2. Board to contact Parkway Law for drafting of letter
	* Suggestion to make a welcome package for new homeowners
		1. Include reference material and details for new homeowners in the neighborhood
9. **Adjournment:**
	1. Next meeting will be 9/15/19 at 7:00pm at Tony’s home
	2. Brian motioned to adjourn the meeting Joyce seconded motion
	3. Meeting was adjourned at 8:10pm