**Willow Grove Mill Board Meeting Minutes: 10/8/17 – 6:30pm**

Attendees: Aaron Blythe, Brian Yarborough & Tony Tagliaferro

1. **Call to Order:**
   1. Meeting called to order at 6:40pm.
2. **Minute’s Approval:**
3. Presented 9/10/17 meeting minutes for review and approval.
4. Aaron motioned to accept the minutes. Tony Tagliaferro seconded the motion. 9/10/17 meeting minutes were accepted and will be posted to the website.
5. **President’s Report – Aaron Blythe**
   1. Complaints
      1. 1 New complaint regarding fence condition
      2. 1 new follow-up on open complaint case
      3. Mailed 1 new notice regarding fencing violation
      4. Grass on Gloucester Blvd. was cut and will continue to be maintained
      5. Additional crosswalks at key intersections and playground areas have been installed and will reflect at night when headlights shine on them
   2. Additional Updates
      1. Trees
         1. Trees on True Penny & Gloucester on the backs of properties or independent of properties will be maintained by the Town of Middletown.
         2. Recommendation to the Town to replace and properly maintain the trees they are responsible for by Spring 2018.
      2. Sign Update
         1. Town can run electric for lights to the new signs.
         2. Possible suggestion of additional street lamp on the corner for additional light?
6. **Vice President’s Report – Joyce Kidd**
   * 1. No update to report
7. **At Large Report – Jackie Brown**
   1. No update to report
8. **Treasurer’s Report – Tony Tagliaferro**
   1. $35,462.11 as of 9/30/17
      1. Cash on Hand: $35,462.11
      2. Expenses: $13,785.58
      3. Total Late Fees Collected: $2,053.89
      4. Legal Fees Collected: $550.00
   2. 459 homeowners paid dues as of 9/30
   3. Meeting scheduled w/ Boyer & Boyer Accounting to review service options available to the board
      1. $795 to have firm file taxes on behalf of the HOA
   4. Sign Update
      1. Owe $10,800 payment for the signs
      2. Contractor agreed to remove trees at the sign site for $150.00
9. **Old Business:**
   1. Will continue to shop around for better pricing for HOA insurance policy.
   2. Planning Committee
      1. “Booed” event for the community took place where a themed bucket of goodies is anonymously dropped off at a residence. That homeowner in turn does the same to other homeowners.
      2. Parade event will be tabled for 2018
10. **New Business:**
    1. 2017 Annual Meeting scheduled for 12/6/17
    2. Need to review possible fine structure for non-compliance with restrictions
    3. Need to meet w/ Parkway Legal regarding restriction updates and non-payment of dues
    4. Would like to schedule a ribbon cutting ceremony for the new sign and see if we can get the Mayor and Town Manager to be a part of the ceremony
11. **Adjournment:**
    1. Brian Yarborough motioned to adjourn the meeting and Tony Tagliaferro seconded the motion
    2. Meeting was adjourned at 7:45pm
    3. Next meeting scheduled for 11/12/17 a t 6:30pm