

WILLOWICK BOARD MEETING FEBRUARY 11, 2007

The Willowick Homeowner's Association Board met on Sunday, February 11th at the Douglas' home at 7:30 p.m. In attendance were Eddie Douglas, Gerald King, Steve Smith, Louis Suttle, Jack Lameier, Oriol Barenys, Ray May, Beth Newell, and Janice Rabin. Below is a recap of Items that were discussed.

Insurance - As a correction to the prior minutes, the Board secured a 1 million dollar umbrella fiduciary Community Association Professional Liability insurance policy. The policy is on file with our Treasurer and the annual cost of this coverage is \$829.

Board of Directors Terms - Our next elections will be held this summer with the outcome being announced at our HOA Meeting in September 2007. There will be 5 positions available on the Board. Please contact any current Board member if you are interested in running for election next year (please see reverse side). We welcome your participation and hope many of you will submit your names for consideration.

Front Entrance - We have had several volunteers from the community, to serve on the Front Entrance Committee. Ray May will be contacting those volunteers (Melissa & Tom Horesh, Marynet King, Sudie Smith, and Ron Rabin) and requesting they meet to elect a chairperson. They will work be asked to work together to determine from the City of Brentwood and TDOT the time frame in which they will be widening Franklin Road and determine how far our entrance will net to be set back to accommodate any upcoming changes. They will also be asked to gather preliminary ideas and present those to the Board at our next meeting on May 20th.

Covenant Violations - The Board reviewed and adopted a By Laws Compliance letter that will be used in the future to notify Willowick residents of any violations to our covenants. A sample of that letter is attached for all to review. The Board also agreed to follow the steps outlined below in addressing any such reported violations:

1. Board member will call or visit the homeowner(s) to determine that they are in fact in violation of covenants, and to discuss the violation and required remedial action to be taken.
2. Board member will follow up the call or visit with the By Laws Compliance letter to notify the homeowner(s) in writing of the violation discussed and corrective action required to be taken within the time frame specified.
3. If homeowner(s) fail to take appropriate remedial action within the time frame specified, the Board will take steps to have that remedial action accomplished. If this is required, the Board will exercise the association's right to file a lien against the property for any and all costs of remedial action, court costs, and attorney fees where required.

Following distribution of these minutes, the Board will begin contacting or visiting with any homeowner(s) that are currently in violation of covenants or that have been in violation since 2006 and following the above outlined procedure.

Involvement: The Board encourages all our citizens of Willowick to be diligently involved in our neighborhood. Please report any malfunctioning items such as street lights that are out to the Board so we can be sure that MTEMC is contacted to fix the problem. Also, please watch out for litter bugs or people driving or parking on our common areas. Be sure to write down license plate numbers and report any such activity you see to any Board member for action.

★ ★ Spring Clean Up 2007 - Its that time of year again and Spring will soon be upon us! We agreed that this year we should schedule a couple of clean up days to get ahead of the undergrowth before the leaves come out on the trees and to try and get rid of the Sumac growing along our roadsides. The first of these annual Spring Clean Up Days is scheduled for **Saturday morning March 3rd**. We had great participation last time and hope to have even more homeowners join us to help target reducing the undergrowth along our common areas. **Your subdivision needs YOU to bring your chain saws, weed cutters, and other yard toots to the front entrance at 8:00 a.m. for a morning of spring clean up.**

We hope to see you there!

Willowick Homeowner's Association

CERTIFIED MAIL

DRAFT

TO: Homeowner

RE: Homeowner's Association Violation

Dear: Homeowner

This is to advise that you are in violation regarding our Declaration of Covenants, Conditions and Restrictions for the Willowick Subdivision. Pursuant to our Covenants Article #_____, Architectural Guidelines and Community Regulations, Section #_____. The Provisions, Item #_____. This provision states that _____.

The Homeowner's Association has received complaints regarding the above mentioned violation. We are asking that this violation be corrected as soon as possible.

In accordance to Section 9.06; Procedures for dealing with violations of Willowick Subdivision Rules and Regulations. If you have not responded within 15 days, a \$50.00 per month fine will be assessed. Should you not comply within 15 days after the \$50.00 per month fine is assessed, the matter will be turned over to the attorney to have you bring the violation in compliance with the Guidelines and collect the outstanding fines. If the violation is not corrected and the fines paid, a lien will be placed on your property.

Sincerely,

DRAFT