



Willow Brook Estates Homeowners Association, Inc.

NOTICE OF THE MEMBERS' ANNUAL MEETING OF WILLOW BROOK ESTATES HOA
scheduled for **September 4, 2025, at 6:30pm** at the Plainville Municipal Center, One Central Sq.,
Plainville, CT

Second Annual Meeting Agenda

1. Call to Order
2. Establish a Quorum
3. Proof of Notice
4. Adoption of previous meeting minutes
5. Terms of Memberships of the Executive Board
6. Candidates for HOA Officers
 - a. President
 - b. Vice President
 - c. Secretary
 - d. Treasurer
7. Ballots, volunteers to count ballots
8. President's Messages
 - a. Willow Brook (WB) Estates Website updates
 - b. Email boxes for HOA officers and concerns
 - c. Bulletin board and lock box
 - d. Trash and recycling
 - e. Lawn Maintenance Contract
9. Financial Overview (Budget Meeting to follow)
 - a. Budget reports from Co-Treasurers
 - b. Monthly HOA Bill increases
10. Committee Reports
 - a. Beautification Committee
 - b. Social Committee
11. Homeowner Comments
12. Adjournment

Website: <https://willowbrook-hoa.org>

Email concerns to: contact@willowbrook-hoa.org

Officers: Donna Ortelle president@willowbrook-hoa.org

Karen Wilson secretary@willowbrook-hoa.org

Mary Campbell & Fran Sledge treasurer@willowbrook-hoa.org



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NOTICE OF THE MEMBERS' BUDGET MEETING **September 4, 2025, at 7:30pm** at the Plainville Municipal Center, One Central Sq., Plainville, CT

BUDGET MEETING

1. Call to Order
2. Establish a Quorum
3. Proof of Notice
4. Co-Treasurer's Report
 - a. Budget Review
 - b. Proposal
 - c. Vote/Ratification
5. Homeowner Comments
6. Adjournment