

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: March 1, 2018

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on March 1, 2018 at Residential Management Corporation, 110 Mountain Road, Suffield, CT.

ATTENDING: Dianna Lysak, President, Eric Boisvert, Vice President, Rich Lindblom (via conference call), Treasurer, Judy Chapman, Secretary and Mark Kubera, Residential Management Corporation.

CALL BOARD MEETING TO ORDER:

- The meeting was called to order at 6:00 p.m.

ADOPTION OF LAST MINUTES:

- The Board voted to approve the February 1, 2018 Board Meeting minutes. Eric Boisvert moved to approve the minutes and Dianna Lysak seconded the motion. The minutes were unanimously approved

PUBLIC SPEAK TIME:

- There were no unit owners present for public speak time.

FINANCIAL REPORTS:

- The February 28, 2018 financials were discussed. Eric Boisvert moved to approve the February financials and Judy Chapman seconded the motion. The February financials were unanimously approved.

ACCOUNT BALANCES AS OF 03/01/2018:

First National Bank of Suffield Operating a/c	\$ 20,409.20
First National Siding Sweep	\$ 18,458.62
Windsor Fed 14MO CD 5/9/2018 1.50%	\$ 27,279.98
First National Bank of Suffield MM/Reserve	\$ 59,031.08
TOTAL	\$ 125,178.88

COLLECTIONS:

- There is one unit currently in collections per Mark Kubera, Residential Management Corporation. There are no 10 day demand notice's to be sent.

OLD BUSINESS:

- Unit #56 notified Residential Management that the garage lights for units 38-44 were not working correctly. The photocell was replaced by maintenance.
- Residential Management was notified that a unit owner had passed away and that a family member was staying in the unit.

- Unit #96 notified Residential Management that the walkway lights for units 90 - 100 were out and that some of the lights for units 78-88 were also out. Mark Marinone inspected and repaired the lights.
- Mark Kubera noted that street light ballast replacement will automatically be upgraded to an LED bulb.
- Letters were sent to two unit owners to let them know their request for a late fee waiver was approved by the board.
- Mark Kubera updated the board about a letter sent to Windsor Locks Town Hall regarding water drainage from Chapman Chase onto Woodlands property.
- Unit #94 reported the beginning of a sink hole near the walkway by their a/c unit. Mark Kubera reported issue was resolved.
- Approval letter was received from FHA for the Woodlands.
- A board member reported that one of the flood lights in Woodcock Court is pointing away from the parking lot. The next time the electrician is out it will be fixed to point to the driveway.
- A board member reported that a lightbulb needed to be replaced for Unit 17 garage.
- Two unit owners were sent a letter regarding parking in a visitor spot.

NEW BUSINESS:

- A unit owner was sent a letter regarding parking in a visitor spot.

The next meeting will be Thursday, April 5, 2018 at Residential Management in Suffield, CT at 6pm.

At 6:45 pm, a motion to adjourn the Board Meeting was made by Judy Chapman and seconded by Eric Boisvert. The vote to adjourn was unanimous.

Judy Chapman

2018 Woodlands Association of Windsor Locks, Secretary