

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: February 6, 2020

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on February 6, 2020 at Dianna Lysak's home, 21 Quail Court, Windsor Locks, CT.

ATTENDING: Dianna Lysak, President, Judy Chapman, Secretary, Curt Whitaker, Director, and Mark Kubera, Residential Management Corporation (by phone).

CALL BOARD MEETING TO ORDER:

- The meeting was called to order at 6:01 p.m.

ADOPTION OF LAST MINUTES:

- The Board voted to approve the December 5, 2019 minutes. Dianna Lysak moved to approve the minutes. Curt Whitaker seconded. The minutes were approved - 3 in favor, 1 absent.
- The minutes of the December Unit Owners Meeting were deferred until the March meeting.

PUBLIC SPEAK TIME:

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

FINANCIAL REPORTS:

- The December 31, 2019 financials were discussed. Dianna Lysak moved to approve the December financials. Curt Whitaker seconded. The December financials were approved - 3 in favor, 1 absent.
- The January 31, 2020 financials were discussed. Dianna Lysak moved to approve the January financials. Judy Chapman seconded. The January financials were approved - 3 in favor, 1 absent.

ACCOUNT BALANCES AS OF 0/06/2020:

Windsor Federal Operating a/c	\$ 34,691.82
Windsor Federal Siding Sweep	\$ 13,248.84
Windsor Federal MM/Reserve	\$ 145,399.94
TOTAL	\$ 193,340.60

COLLECTIONS:

- There are two units currently in collections per Mark Kubera, Residential Management Corporation. Two units will be sent a 10 day demand notice.

OLD BUSINESS:

- The FHA Certification renewal for the Woodlands was approved by HUD with an expiration date of 12/18/2022.
- Unit #6 notified Residential Management that plowing and shoveling was not done on 12/17/2019. Mark Kubera from Residential Management responded that it was intentional as the snow /sleet base provided traction.
- Unit #28 contacted Residential Management to request late fee be waived. They are new owners and in the process of setting up automatic ACH payments. Dianna Lysak moved to approve the request, Judy Chapman seconded the motion. The motion was approved - 3 in favor, 1 absent.

- Unit #53 contacted Residential Management to ask about venting exhaust fan outside while doing kitchen renovations. Mark Kubera from Residential Management responded to the unit owner with information of what should be done. The unit owner will reach out again in the spring when renovations begin.
- Unit #22 contacted Residential Management to request permission to install a Ring Doorbell. The board has approved the request contingent on it being installed in the same place it is now. If the unit should be sold, the Ring doorbell should be removed and the area restored to it's original condition.
- Residential Management sent a letter to Unit #72 regarding a complaint received that the owner was not picking up after their dog.
- Residential Management sent a letter to Unit #82 regarding parking their vehicle in visitor parking during snow storms.
- Unit #54 contacted Residential Management about damage to the side of Unit 50's garage and the parking lot for Mallard Court deteriorating. The board will inspect during the spring walkabout.
- Unit #20 contacted Residential Management to request their door bell be replaced as it has cracked. They also reported that the garage lights in the area are always on. A work order was created to replace the door bell and a second work order was created to inspect the photocell for the garage lights and replace the photocell if needed.

NEW BUSINESS:

- The board reviewed the information from Bill's Landscaping for cars that did not move during the snow storm on 01/19/2020. The board compiled a list of units that would get a letter about moving their vehicles during storms along with a copy of the new policy on this subject.
- The board reviewed the vehicle information on file with Residential Management for all units and compiled a list of units that would get a letter requesting updated information be supplied to Residential Management.

The next meeting will be Thursday, March 5, 2020 at Residential Management Corporation, 110 Mountain Road, Suffield, CT at 6pm.

- At 7:02 pm, a motion to adjourn the Board Meeting was made by Curt Whitaker and seconded by Dianna Lysak. The vote to adjourn was passed 3 in favor, 1 absent.

Judy Chapman

2020 Woodlands Association of Windsor Locks, Secretary