

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: October 1, 2020

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on October 1, 2020 at Dianna Lysak's home, 21 Quail Court, Windsor Locks, CT.

ATTENDING: Dianna Lysak, President, Eric Boisvert, Vice President (late arrival, phone), Judy Chapman, Secretary (phone), Curt Whitaker, Director, and Mark Kubera, Residential Management Corporation.

CALL BOARD MEETING TO ORDER:

- The board meeting was called to order at 6:04 p.m.

ADOPTION OF LAST MINUTES:

- The Board voted to approve the September 3, 2020 Board Meeting minutes. Dianna Lysak moved to approve the minutes and Curt Whitaker seconded the motion. The minutes were approved – 3 in favor, 1 absent.

PUBLIC SPEAK TIME:

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

FINANCIAL REPORTS:

- The September 30, 2020 financials were discussed. Dianna Lysak moved to approve the September financials and Judy Chapman seconded the motion. The September financials were approved – 3 in favor, 1 absent.
- Dianna requested that Lori at Residential create a new general ledger account for Tree Maintenance/Removal and to move Evergreen Tree Service (\$4,892.10) from account 80530 (general repairs) to the new g/l account.

ACCOUNT BALANCES AS OF 9/30/2020:

Windsor Federal Operating a/c	\$ 28,448.14
Windsor Federal Siding Sweep	\$ 23,348.65
Windsor Federal MM/Reserve	\$ 158,723.22
TOTAL	\$ 210,520.01

COLLECTIONS:

- There is one unit currently in collections per Mark Kubera, Residential Management Corporation. One unit will be sent a 10 day demand notice.

OLD BUSINESS:

- The board reviewed a bid received for a survey of the property in preparation for the fence replacement by CT Fence Works. Aeschliman Land Surveying, PC submitted a bid of \$3200. Curt Whitaker made a motion to accept the Aeschliman Land Surveying bid and Dianna Lysak seconded the motion. The motion was approved – 3 in favor, 1 absent.

- Residential Management contacted the driver who hit the Mallard Court mail hut regarding payment. The driver has not responded, Dianna to follow up with him.
- A second warning was sent unit #2 regarding parking in front of their garage.
- A letter was sent to Unit # 60 regarding parking in front of the garage.
- A check was received by Fedex for the full amount of the damage done to Unit #55 garage. The repair work has been started.
- The board reviewed four bids received for the gutter cleaning contract. New England Seamless Gutters had a bid of \$10,209.60, Marcel's of New England had a bid of \$7,120.00, C&M Services had a bid of \$5,950.00 and Clean Machine had a bid of \$5,995.00. Dianna Lysak made a motion to accept the C&M Services proposal and Curt Whitaker seconded the motion. The motion was approved – 3 in favor, 1 absent.

EXECUTIVE SESSION:

- Executive Session started at 6:21 p.m.
- Executive Session ended at 6:44 p.m.

ADOPTION OF PROPOSED 2021 BUDGET:

- The Board voted to approve the proposed 2021 Budget with a \$15.00 increase. Curt Whitaker moved to approve the proposed budget and Eric Boisvert seconded the motion. The proposed budget was approved unanimously.

NEW BUSINESS:

- Residential Management received two written and two verbal complaints about the speed bumps. Dianna will contact Eric Kobos to see if he is able to roll the bumps and reduce them down by a half inch.

The next meeting will be Thursday, November 5, 2020 at Judy Chapman's home, 88 Woodcock Court, Windsor Locks, CT at 6:00 pm.

- At 7:00 pm, a motion to adjourn the Board Meeting was made by Eric Boisvert and seconded by Curt Whitaker. The vote to adjourn was passed unanimously.

Judy Chapman

2020 Woodlands Association of Windsor Locks, Secretary