

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: October 7, 2021

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on October 7, 2021 via zoom.

**ATTENDING:** Dianna Lysak, President, Eric Boisvert, Vice President, Judy Chapman, Secretary and Mark Kubera, Residential Management Corporation.

**ABSENT:** Greg Blanchfield, Director

**CALL BOARD MEETING TO ORDER:**

- The meeting was called to order at 6:09 p.m.

**ADOPTION OF LAST MINUTES:**

- The Board voted to approve the August 5, 2021 minutes. Dianna Lysak moved to approve the minutes. Eric Boisvert 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 August 31, 2021 Financials were discussed. Dianna Lysak moved to approve the August financials. Eric Boisvert seconded the motion. The August financials were approved - 3 in favor, 1 absent.
- The September 30, 2021 Financials were discussed. Dianna Lysak moved to approve the September financials. Judy Chapman seconded the motion. The September financials were approved - 3 in favor, 1 absent.

**ACCOUNT BALANCES AS OF 10/07/2021:**

Windsor Federal Operating a/c	\$ 37,976.87
Windsor Federal Siding Sweep	\$ 28,993.85
Windsor Federal MM/Reserve	\$ 181,716.81
<b>TOTAL</b>	<b>\$ 248,687.53</b>

**COLLECTIONS:**

- No information for collections.

**OLD BUSINESS:**

- Unit #57 contacted Residential Management about the flood light on their garage pointing to the ground. A work order was opened to repair the light.
- Residential Management sent a letter to Units #39 – #49 for planned power outage to replace electrical meter bank for the building.
- Unit #59 contacted Residential Management multiple times related to a hearing held on August 26, 2021.

- Unit #59 contacted Residential Management about residents parking in visitor spots.
- A lender for Unit #47 contacted Residential Management looking for a private road agreement for the Woodlands. Residential Management responded to the lender that The Woodlands does not have a private road agreement.
- Residential Management sent a letter to Unit #70 for parking violations.
- Guzie Landscaping sent an estimate for brush hogging to Residential Management. The cost to do the complex is \$2000.00 plus tax.
- Mark Kubera mentioned that there was a pile of brush next to sewage ejector. This will be removed by CT Landscaping once the trimming around the complex has been completed.
- Unit #32 contacted Residential Management about a tree in front of their unit that has a limb in the gutter. Dianna will ask CT Landscaping to look at it and cut limb if possible.
- Estimates for fall gutter cleaning from Clean Machine in board packet (\$6,400.00) and an email from Dianna Lysak with estimate from Gutter Cleaning USA (\$5,900.00). Gutter Cleaning USA also quoted power washing and shutter cleaning or replacement which may need to be done in 2022. A motion was made by Eric Boisvert to hire Gutter Cleaning USA for the fall gutter clean-up at a cost of \$5,900.00 plus tax. The motion was seconded by Dianna Lysak. The motion was approved - 3 in favor, 1 absent.

**EXECUTIVE SESSION:**

- Executive Session started at 6:41 p.m.
- Executive Session ended at 7:08 p.m.

**NEW BUSINESS:**

- Mark Kubera to walk the complex with the punch list prior to sending out letters to unit owners.
- Mark Kubera to reach out to Eric Boisvert Unit #98 when he is onsite to inspect garage.

The next meeting will be Thursday, November 4, 2021 at 6pm via Zoom.

- At 7:22 pm, a motion to adjourn the Board Meeting was made by Judy Chapman and seconded by Eric Boisvert. The vote to adjourn was passed - 3 in favor, 1 absent.

*Judy Chapman*

2021 Woodlands Association of Windsor Locks, Secretary