WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: January 6, 2022

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on January 6, 2022 via zoom.

**ATTENDING:** Dianna Lysak, President, Eric Boisvert, Vice President, Judy Chapman, Secretary, Greg Blanchfield, Director 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 December 2, 2021 minutes. Dianna Lysak moved to approve the minutes. Eric Boisvert seconded the motion. The minutes were approved unanimously.

**PUBLIC SPEAK TIME:**

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

**FINANCIAL REPORTS:**

* The December 31, 2021 Financials were discussed. Judy Chapman moved to approve the December financials. Greg Blanchfield seconded the motion. The December financials were approved unanimously.
* The 2022 proposed budget passed with a $20 increase. The current dues are now $280 per month.

**ACCOUNT BALANCES AS OF 01/06/2022:**

|  |  |
| --- | --- |
| Windsor Federal Operating a/c | $ 46,353.66 |
| Windsor Federal Siding Sweep | $ 14,923.29 |
| Windsor Federal MM/Reserve | $ 192,503.11 |
|  |  |
| **TOTAL** | **$ 253,780.06** |

**COLLECTIONS:**

* There are two units currently in collections per Mark Kubera, Residential Management Corporation. There were no 10 day demand notices sent.

**OLD BUSINESS:**

* Residential Management sent a letter dated 11/29/2021 to unit #3 regarding parking violation.
* Residential Management notified unit #52 that the request to replace their slider has been approved by the board.
* Residential Management responded to the estate of unit #37 regarding an inspection done. There were three items on the list two are the responsibility of the owner. The association is responsible for securing the siding and sealing the seams between the siding and the windows.
* Unit #84 sent in a letter to thank Residential Management for removing the leaves in the area.
* Unit #15 notified Residential Management about a mice issue. Residential Management opened a work order and contacted KEA Pest Control.
* Residential Management sent a letter dated 12/7/2021 to unit #3 regarding parking violation.
* Residential Management sent a letter dated 12/7/2021 to unit #5 regarding parking violation.
* Unit #62 contacted Residential Management to request a visitor pass for 12/13/2021 thru 12/31/2021. Residential Management issued the pass.
* Unit #98 reported that all sidewalk lights behind units 90-100 were out. Residential Management contacted LaPierre Electric for a service call.

**NEW BUSINESS**:

* Residential Management received multiple complaints about an SUV consistently parked in a visitor spot by Dove Court. Mark Kubera stopped by the complex and put an orange sticker on the driver window. If issue continues the board will need to determine the next course of action.
* The board also discussed a parking issue with a car in Quail. Dianna Lysak will monitor the car and put a notice on the car if issue continues beyond 3 days.

The next meeting will be Thursday, February 3, 2022 at 6pm via Zoom.

* At 6:27 pm, a motion to adjourn the Board Meeting was made by Dianna Lysak and seconded by Judy Chapman. The vote to adjourn was passed unanimously.

Judy Chapman 2022 Woodlands Association of Windsor Locks, Secretary