WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: May 3, 2022

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on May 3, 2022 at Judy Chapman’s home, 88 Woodcock Court, Windsor Locks, CT.

**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 spring walkabout started at 5:30 p.m.
* The board meeting was called to order at 6:25 p.m.

**ADOPTION OF LAST MINUTES:**

* The Board voted to approve the March 3, 2022 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 March 31, 2022 Financials were discussed. Dianna Lysak requested changes via email to post an invoice for Dick’s bulldozing to two accounts -- $2,800 posted to account 80531  (foot drain repair) and 750 posted to general repairs (acct. no. 80530).  Eric Boisvert moved to approve the amended March financials. Judy Chapman seconded the motion. The March financials were approved - 3 in favor, 1 absent.
* The April 30, 2022 Financials were discussed. Dianna Lysak moved to approve the April financials. Eric Boisvert seconded the motion. The April financials were approved - 3 in favor, 1 absent.

**ACCOUNT BALANCES AS OF 03/03/2022:**

|  |  |
| --- | --- |
| Windsor Federal Operating a/c | $ 54,854.11  |
| Windsor Federal Siding Sweep | $ 14,652.70 |
| Windsor Federal MM/Reserve | $ 209,268.01 |
|  |  |
| **TOTAL** | **$ 278,774.82** |

**COLLECTIONS:**

* No information about units in collection was available.

**OLD BUSINESS:**

* Unit #78 roof leak to be repaired now that the snow is gone.
* A request was made by Unit #38 to waive the late fee she received. Dianna Lysak made the motion to waive the late fee. Eric Boisvert seconded the motion. The motion passed - 3 in favor, 1 absent.
* Unit #16 requested a copy of the rules and regulations for the Woodlands. Residential Management sent them to the unit owner via email on April 5th 2022.
* Unit #76 sent a letter expressing concern about the condition of the sidewalks near their unit. The board will look to get quotes on sidewalk repair in the complex. The letter also mentioned the front steps/stoop which needs to be inspected.
* Unit #98 requested the mail huts be sprayed for bees as a proactive measure. Residential Management requested KEA Pest control spray.
* Unit #6 reported some damage done to his perennial garden when a unit near him was excavated due to drainage issues. Residential Management replied that the landscaper will rake and level the garden.
* Unit #37 sent in a letter with multiple requests for approval. Install ring door bell, video surveillance camera, front screen door, paint color for deck, changes to front and back garden areas, stone pads near air conditioning unit. They also stated that the siding in the front of their unit is falling off and in need of repair. Residential Management to respond that screen door and slider could be replaced with something similar to what is in place, grant approval for ring door bell and request for more information about the gardens.
* Unit #2 sent an email to Residential Management requesting information on responsibility for deck footings and support posts. Residential Management responded that it was the unit owner’s responsibility.
* Unit #12 had some water in the basement as a result of drainage issues. Residential Management was prepared to do the cleanup but the unit owner did not reach out for help.
* Unit #16 sent an email to Residential Management requesting information on responsibility for front door and sliders. Residential Management responded that it was the unit owner’s responsibility.
* Unit #16 was sent a letter about parking in visitor spots.

**NEW BUSINESS**:

* Dianna sent an email to Gutter Cleaning USA to try and schedule spot check and clean gutters as necessary this spring. They agreed to this during the fall cleaning. No response received yet.

The next meeting will be determined via email.

* At 7:09 pm, a motion to adjourn the Board Meeting was made by Eric Boisvert Eric and seconded by Dianna Lysak. The vote to adjourn was passed unanimously.

Judy Chapman 2022 Woodlands Association of Windsor Locks, Secretary