WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: March 3, 2022

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on March 3, 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 6:01 p.m.

**ADOPTION OF LAST MINUTES:**

* The Board voted to approve the January 6, 2022 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 January 31, 2022 Financials were discussed. Judy Chapman moved to approve the January financials. Dianna Lysak seconded the motion. The January financials were approved unanimously.
* The February 28, 2022 Financials were discussed. Dianna Lysak moved to approve the February financials. Greg Blanchfield seconded the motion. The February financials were approved unanimously.

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

|  |  |
| --- | --- |
| Windsor Federal Operating a/c | $ 54,811.59 |
| Windsor Federal Siding Sweep | $ 13,841.99 |
| Windsor Federal MM/Reserve | $ 200,885.74 |
|  |  |
| **TOTAL** | **$ 269,539.32** |

**COLLECTIONS:**

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

**OLD BUSINESS:**

* In January Unit #65 sent a request to replace their storm door. The board approved the request via email and Residential Management responded to Unit #65 with board approval.
* Unit #65 reported that some cars in Dove Court did not move during the snow storm on 01/29/2022. It appears from the picture sent that the snow is still falling so it was too early for cars to move for cleanup.
* Unit #78 reported a roof leak with some water damage in the unit. A roofer will be sent out to inspect as soon as the snow is gone.

**NEW BUSINESS**:

* Unit #9 reported an issue with parking at the top of Meadow Lane related to the school bus pickup and drop off. Residential Management will look at the no parking sign on both sides of the street.
* Unit #6 reported a large sink hole between unit 6 & 8. Dick’s Bulldozing came out to inspect. The down spout was disconnected from the footing drain pipe and the footing drain has silt inside at the basement level. Dick’s will have to dig to fix the problem. There was no damage to either unit.
* Unit #57 reported a large puddle of water behind their unit. Dick’s Bulldozing came out to remove the leaves that were covering the drain grate and the issue was resolved.
* Residential Management to request a quote from Dicks Bulldozing to pave Woodcock Court. Dianna to request Kobo’s to quote it as well.
* The board will attempt to schedule the building cleaning for the fall.
* Dianna will reach out to Gutter Cleaning USA to spot check and clean gutters as necessary this spring. They agreed to this during the fall cleaning.
* Dianna to draft letter to put on cars violating the parking policy during snow storms.

The next meeting will be Thursday, April 7, 2022 at 6pm via Zoom.

* At 6:45 pm, a motion to adjourn the Board Meeting was made by Dianna Lysak and seconded by Eric Boisvert. The vote to adjourn was passed unanimously.

Judy Chapman 2022 Woodlands Association of Windsor Locks, Secretary