

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: January 4, 2024

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on January 4, 2024, via zoom.

**ATTENDING:** Dianna Lysak, President & Treasurer, Cherri DeVoe, Secretary, Judy Chapman, Director, and Mark Kubera, Residential Management Corporation.

**ABSENT:** Eric Boisvert, Vice President

**CALL BOARD MEETING TO ORDER:**

- The board meeting was called to order at 6:01 p.m.

**ADOPTION OF LAST MINUTES:**

- The Board voted to defer the approval of the November 2, 2023, minutes to the February 1, 2024, meeting. Dianna Lysak moved to defer approval of the minutes. Judy Chapman seconded the motion. The motion was approved – 3 in favor, 1 absent.

**PUBLIC SPEAK TIME:**

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

**FINANCIAL REPORTS:**

- Approval of the November 30, 2023, Financials were deferred to the February 1, 2024, meeting. Dianna Lysak moved to defer the approval of the November financials. Judy Chapman seconded the motion. The motion was approved – 3 in favor, 1 absent.
- The December 31, 2023, Financials were discussed. Dianna moved to approve the December financials. Judy seconded. The December financials were approved – 3 in favor, 1 absent.

**ACCOUNT BALANCES AS OF 01/05/2024**

Windsor Federal Operating a/c	\$ 75,360.52
Windsor Federal Siding Sweep	\$ 0.00
Windsor Federal MM/Reserve	\$ 265,913.72
<b>TOTAL</b>	<b>\$ 341,274.24</b>

**COLLECTIONS:**

- Per Mark Kubera, Residential Management, LLC, there is one unit currently in collections; at this time there will be no 10-day demand notices sent.

### **OLD BUSINESS:**

- A letter was written to Fredo Landscape that the Snow Removal Agreement between Fredo Landscape LLC and the Woodlands Association of Windsor Locks was terminated effective within thirty (30) days of November 3, 2023.
- Unit #53 had seepage damage to the floor in the basement. A Certificate of Completion was provided for reimbursement. A vote was needed by the board due to the cost (\$1,245.89) of the floor repair. Dianna made the motion to reimburse the Unit owner for the cost of the floor repair. Cherri DeVoe seconded the motion. The motion was approved, 3 in favor, 1 absent.
- Unit #65 issued a complaint that Unit #63 was using a charcoal grill. Mark informed Unit #65 that the board has allowed Unit #63 to operate the charcoal grill and pellet grill and smoker at the property line.
- The previous 10-day demand letter has been cleared. There is a 0-balance remaining.
- Unit #61 informed Mark that the flood light on the garage (57-61) was intermittent. The fixture was replaced with an LED.
- Judy and Eric Boisvert met with the first selectman to discuss the dumping issue near Cannon that was uncovered after the previous brush hogging. No Dumping and No Trespassing signs will be posted in the spring of 2024. Dianna will check on purchasing signage.

### **NEW BUSINESS:**

- There was a discussion regarding the discrepancy as to whether the B&L Plowing monthly payment should include tax. An addendum will be written to the contract where the monthly payment would also have tax added.
- B&L to perform a Robo call to unit owners to indicate when cars should be moved for plowing. Robo call to be made between 8 am and 9 pm.
- Signage should be posted on Meadow Lane indicating that "Icy Conditions may exist." Mark Kubera to speak with B & L regarding this.
- Hartford Courant news stand to be removed.

The next meeting will be Thursday, February 1, 2024, via zoom.

At 7:00 pm, a motion to adjourn the Board Meeting was made by Dianna and seconded Judy. The motion to adjourn was passed – 3 in favor, 1 absent.

*Cherri DeVoe*

2024 Woodlands Association of Windsor Locks, Secretary