

WOODLANDS ASSOCIATION OF WINDSOR LOCKS

BOARD OF DIRECTORS MEETING

DATE: June 6, 2024

A meeting of the Woodlands Association of Windsor Locks, Inc., Board of Directors was held on June 6, 2024, via Zoom.

**ATTENDING:** Dianna Lysak (President and Treasurer), Eric Boisvert (Vice President), Judy Chapman (Director), Cherri DeVoe (Secretary) and Mark Kubera (Residential Management Corporation)

**CALL BOARD MEETING TO ORDER:**

- The meeting was called to order at 6:04 pm

**ADOPTION OF LAST MINUTES:**

- The Board voted to approve the May 2, 2024, Board Meeting minutes. Dianna moved to approve the minutes. Eric seconded. The minutes were approved unanimously.

**PUBLIC SPEAK TIME:**

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

**FINANCIAL REPORTS:**

- The May 31, 2024, financials were discussed. There is concern regarding the spike in the Woodcock Court electricity usage. This issue will continue to be tracked to see what the issue could be. Eric moved to approve the May financials. Cherri seconded. The May financials were approved unanimously.

**ACCOUNT BALANCES AS OF 06/06/2024:**

Windsor Federal Operating a/c	\$ 190,182.89
Windsor Federal Siding Sweep	\$ 6,724.97
Windsor Federal MM/Reserve	\$ 290,391.30
<b>TOTAL</b>	<b>\$ 487,299.16</b>

**COLLECTIONS:**

- Per Mark Kubera, Residential Management Corporation, the \$10,000 deductible for the insurance claim related to the fire has been assessed to the Unit where the fire originated. The Unit Owner is responsible for payment of same.

**OLD BUSINESS:**

- Dianna made a motion (via email) on May 7, 2024, to approve the contract from Rhino for gutter cleaning. Judy seconded the motion. The motion was approved unanimously.

- Dianna made a motion (via email) on May 16, 2024, to approve the renewal of the landscape contract for CT Lawncare for a 5-year term beginning in 2025-2030. The motion was approved unanimously.
- The board was notified that the insurance coverage will not be renewed. Insurance is good through July 31, 2024. An increase in the insurance coverage is expected.
- The HVAC system for one of the Unit(s) impacted by the fire is being evaluated.
- There is concern that individuals continue to park at the end of the Meadow Lane for student pickup. Signage may not be a deterrent.
- An independent adjustor (Crawford) was used by the insurance company for the insurance claims.
- Mitch will perform fence cleaning using Simple Green. Unit Owners will be reimbursed (\$20) for water usage as needed. Fence cleaning is tentatively scheduled for July.

**NEW BUSINESS:**

- Evergreen Tree Service to provide a revised quote for remaining tree work.
- The Spring walkabout was conducted on May 2, 2024. Mark to follow-up with individual unit owners on those items identified during the walkabout.
- The Board will receive weekly updates for the fire claim/status.
- A Unit Owner has requested to move the stair placement on their deck from the side to the back. As a precedent has been set, Judy made a motion to approve the request. Dianna seconded the motion. The Motion was approved unanimously.
- A Unit Owner has inquired about holding a community yard sale this summer. The Board has no objection but will not be responsible for this activity.
- An inquiry has been made regarding updating the current mailboxes to locked mailboxes. No updates will be made at this time.
- The Board received a letter regarding the blight located at Cannon Street. The Board will respond to the letter. Residential will follow up with Evergreen regarding the cost of removing the blight.
- There are pet owner registration forms outstanding. Residential will reach out to those pet owners.

There is no July meeting. The next meeting is scheduled for Thursday, August 1, 2024, via zoom.

The following meeting dates have been scheduled:

- Thursday, September 5, 2024
- Thursday, October 3, 2024
- Thursday, November 7, 2024
- Thursday, December 5, 2024

At 7:16 pm, Dianna made a motion to adjourn the meeting. Eric seconded the motion. The vote to adjourn was approved unanimously.

*Cherri DeVoe*

2024 Woodlands Association of Windsor Locks, Secretary