BOARD OF DIRECTORS MEETING MINUTES (April 26, 2016)

1. Attending Directors: Lattimer, Boccuzzi, Towers, Tracy, Coachman-Strickland, O’Donnell, Olson-Douglas, Onesimo, Raupach, Tracz. Absent: Natusa, Tanner
2. Chris Kohnle, Property Manager, representing Elite Management
3. CALL TO ORDER- President Lattimer called the meeting to order at 7:15 PM (Executive Session that began at 6:15 ran over by 15 minutes).
4. Approval of the minutes:

Director Tracy moved to approve the meeting minutes from March 2016; it was seconded by Director Towers. Unanimously approved.

1. Financial Report: Director Tracy reviewed the financials year to date. In general, the councils are in good financial standing. A negative amount in Townhome council will work its way into the black by next month.
	1. Director Towers asked about discrepancy in Village Water & Sewer, where $5500 was budgeted year-to-date but only $250 was spent. Treasurer Tracy explained that the water bill in winter is small, and the yearly budget is evenly distributed across twelve months. Once the sprinklers are turned on, the actual amount will catch up with budgeted amount. Director Towers accepted this explanation.
	2. President Lattimer requested clarification of 2015 transfer amounts in the annual audit report prepared by Mark D. Alliod, CPA. The transfer amounts listed in Mark’s audit do not match the amounts listed in the 12/31/15 financial spreadsheet. Chris Kohnle will invite Mark to the next meeting to answer this and any other questions.
	3. Director Tracy questioned the amounts listed in the audit packet regarding Supplementary Info on Future Expenditures. Chris Kohnle explained that these amounts came from the Reserve Study. We can discuss in detail when Mark attends next month’s board meeting.
2. MANAGER’S REPORT:
	1. Inspection Reports- Elite summary of field visits and work orders included in Board package.
	2. Boundaries – Michael Early from Fuss & O’Neill sent a draft of the updated boundary maps to Chris K. Chris noticed that the Ridge tree line was not marked as Conservancy, so requested that update. The full-sized maps will then be printed and sent back to Perlstein. Chris will email a copy of the PDF to the board members for review.
	3. Front Entrance Lighting – Still expecting a quote from Electrician Modeen to quote solar lighting at the main entrance. The town of Windsor does not currently have funding to add additional street lights on the property. Jim Nasuta offered to review the lighting and provide a quote. Still waiting for Jim’s quote also.
	4. 2016 Pool Season – The pool is on track to open on time over Memorial Day weekend. The pool code will be changed, cameras and motion lights installed, along with a few minor repairs. Savol is scheduled to come next week to make $1500 plumbing repairs already approved. Additional vandalism in April when a few fence poles were knocked down. Director O’Donnell mentioned that the chain to the pool road is often down. Chris K. explained that Russo leaves the chain down in the winter months because of the equipment stored there. Now that we are beyond the time where snow is expected, he will ask Russo to put the chain back up. Director Boccuzzi also requested that Russo be asked to remove shovels stored behind the meeting house. Director Tracy asked if we will purchase new pool furniture this year. The answer is no, last year’s board voted that the current furniture is adequate and will not be upgraded/replaced in 2016.
3. **UNIT OWNERS FORUM**
	1. No questions or communications to report from unit owners this month.
4. **UNFINISHED BUSINESS:**
	1. Solar Panel Install – the Standards Committee will meet in the next two weeks to finalize the standard regarding solar panels in Ridge and Woodmoor Councils. Village, Duplex and Townhome do not and will not allow solar panels. An open meeting is scheduled for Wednesday, May 18th at 5:45pm where the board will hear and vote on the standard. Chris K. will send an announcement inviting all interested unit owners to attend if they wish to witness this vote. Unit owners will not be invited to speak, but may submit their opinions to their board representatives for consideration.
	2. Street signs for Village – New signs have been ordered and will be installed next week to better clarify the required one-way street patterns on the knoll. There is an issue of one vehicle facing out the one-way entrance when dropping off children for the school bus. This creates a hazard for other vehicles who expect the one-way entrance and would not expect a vehicle exiting at that spot.

1. **NEW BUSINESS**
	1. Request to waive fines for not having lease info - was discussed and voted on in executive session.
2. COMMITTEE REPORTS
	1. Environmental Committee – Director Boccuzzi, board liaison, indicated that Environmental Chairman Brand was happy with a turnout of 8-10 people on a rainy day for the annual Earth Day cleanup in Walden Woods. The reports of the other committees were included in the Board package and reviewed by each member.
3. ADJOURNED - Director Boccuzzi made a motion and was seconded by Director Tracy and unanimously approved that the meeting be adjourned at 7:40PM
4. EXECUTIVE SESSION: Board went into Executive Session at 7:45PM

Minutes respectfully submitted by Director Tracz