

**WALDEN WOODS**  
**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE:** August 26, 2020

**STATUS OF THESE MINUTES:** APPROVED (09/30/2020)

**ATTENDANCE:**

**Directors in Attendance:** A. Heikoff, D. Heikoff, Palladino, Webber, Dostal, Giampolo, Devlin, Onessimo (arrived 7:30), DeMarco, Raupach

**Directors Absent:**

**Elite Property Management Representative:** Chris Kohnle, Property Manager.

**1. CALL TO ORDER:**

Director Webber called the meeting to order at 7:03 PM.

**2. APPROVAL OF THE PRECEDING MINUTES:** A motion to accept the minutes with amendments was moved by Director DeMarco, seconded by Director Palladino Motion to approve preceding Minutes passed 8 yes, 1 abstain (Raupach).

**3. FINANCIAL REPORT:** Director DeMarco reviewed the financials for each council and the conservancy as provided by Elite.

The Conservancy	Current Year	\$31,454.87
The Village	Current Year	\$30,229.93
The Ridge	Current Year	(\$1,372.82)
The Duplex	Current Year	\$23,458.66
The Townhome	Current Year	\$8,814.64

**4. MANAGER'S REPORT**

- a) **Inspection Reports:** Mr. Kohnle stated that the inspection reports are available for the board to review. He also explained the reference to a "cat tunnel" that was described in a report as being an outdoor structure from a window to a porch.
- b) **Document Revision/Update:** Mr. Kohnle reviewed the current status of the document revisions. Director Webber requested that board members review the redline items for clarity. Director Webber would like the updates to be available to the community by the end of the year.
- c) **Reserve Study:** Mr. Kohnle said that the councils need to review the study and that some clarifications are still needed. The next draft is anticipated in the next few weeks.

- d) Landscaping/Snow Contract Bids: The current contract ends on November 30, 2020. Discussion involved the pros and cons of a Brightview contract renewal, a new Butler contract and/or irrigation only from Beebe.
- e) Morgan Stanley: Mr. Kohnle said that many required signatures have been completed with several more to be done by Director DeMarco. They arranged a time and date to meet to complete the process. Mr. Kohnle will request investment suggestions from Morgan Stanley.
- f) Draft Audit: The draft audit will be sent to the board for another review with details to be discussed at the September meeting.

## 5. UNIT OWNERS FORUM

**Marlene (Village)** – stated that she felt that Brightview gave more of a monetary benefit than Butler.

**Michael (Village)** – is in favor of the paving project for the Village.

**Peter (Village)** – covered several points of concern including: special assessment funds should be spent on those same projects, remaining landscaping should be done in fall, additional landscape projects have been submitted, that the Reserve Study should reflect the 10% that should be saved, Beebe should do the irrigation service while Brightview offers a discount and that the landscape contract vote should reflect quality of expected work.

**Rao (Woodmoor)** – showed concern over fees related to his mailbox.

**Matthew Abraham (...)** – stated that Brightview is not working and likes Butler.

**Nina (Village)** – in favor of Butler for landscape and snow service. Feels the landscape needs to improve even if it costs more.

## 6. UNFINISHED BUSINESS:

- a) 2020 Community Goals - Discussion involved the landscape/snow removal contract and the Village cost increase if Butler is contracted.

MOTION to accept Butler as the new landscape and snow removal service contract. Subject to an additional review with Butler and possible adjustment of the allocation of costs by Director DeMarco with a second by Director A. Heikoff  
 PASSED 8 yes, 2 no (Palladino and Dostal), 0 abstain

- b) Village Rules – Tabled
- c) Council Zoom session - The contract is \$150.00/year per license. Director A. Heikoff will initiate the initial contract. She will submit a receipt to Elite for reimbursement.
- d) Budgets – August's budget meeting was successful. The Councils will have a month to meet with Elite prior to the September 30, 2020 Board of Directors Meeting. There will be changes to the Conservancy budget including the removal of both dredging and hydro-raking from the budget.

## 7. NEW BUSINESS:

- a) **Village Loan** – Director Palladino presented information to the Board about a loan option by borrowing from the Conservancy. It would be a 7-year repayment to the Conservancy at \$15/mo. for Village unit owners with a negotiable interest rate. The Village hesitates to pay attorney fees if the Board will not support this option. Discussion also included the possibility of other Councils wanting to also borrow funds and changes to the rules or declaration if needed.
- b) **Village Fines** - A request was made to rethink the fine schedule as it may be out of line.
- c) **Board Liaison**- The Welcome Committee needs a Board liaison. Director Devlin has volunteered.
- d) **Irrigation agreement** – Having voted for Butler to take the landscape and snow removal contract, they would also maintain irrigation.
- e) **Reimbursement for Gardens** – Dropped from the agenda
- f) **Special Assessment funds** – The Conservancy has saved approximately \$15,000.00 from the pool closure this summer. The remaining special assessment landscape projects cost approximately \$10,600.00 to complete. Funds from the pool closure will be used to complete the special assessment projects. Mr. DeBisschop detailed the landscape plans he has submitted. He will also shut off the irrigation in areas near the pool that are not necessary to run.

MOTION by Director Webber with a second by Director DeMarco to approve plan 3 and plan 4 of the original landscape proposal with an option of having Butler quote the project not to exceed the current quote of \$10,600.00 to complete.  
PASSED unanimously

- g) **% of Cost Allocation**- Mr. Kohnle will review the allocation %. The numbers will be reworked based on current fair assessments.
- h) **Sign violation** - Mr. Kohnle requested that, for the record, the Duplex unit owner who had a Black Lives Matters sign posted was not present to discuss the letter that was sent by Elite requesting removal. The Standards Committee wished to make it known that they were not responsible for the letter or its contents. Rule 4, in its entirety regarding all signage, needed to be included in the mailing not only the reference to political signage. The Standards Committee may also review Rule 4 for the sake of clarity.

## 8. COMMITTEE REPORTS:

None

**9. EXECUTIVE SESSION:**

None

**10. NEXT BOARD MEETING:** Wednesday, September 30, 2020 at 7:00 PM

**11. ADJOURNED:** There being no additional business, the Motion to adjourn by Director DeMarco and seconded by Director Onessimo was Unanimous at 10:01 PM.

Respectfully Submitted by,  
Robin Daly, Minute Secretary (Non-Member)  
Approved by Secretary Deborah Giampolo (08/--/2020)

APPROVED