

WALDEN WOODS
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: February 26, 2020

STATUS OF THESE MINUTES: First Draft (02/29/20)

ATTENDANCE:

Directors in Attendance: Raupach, A. Helkoff, D. Helkoff, Palladino, Webber, Boccuzzi, Dostal, Giampolo, Devlin

Directors Absent: Onessimo, DeMarco

Elite Property Management Representative: Chris Kohnle, Property Manager.

1. CALL TO ORDER:

Director Webber called the meeting to order at 7:51 PM

2. APPROVAL OF THE PRECEDING MINUTES: After some discussion of the minutes, a motion to accept the revised minutes was moved by Director Palladino, seconded by Director Raupach. Motion to approve preceding Minutes passed 8 yes, 1 abstain (Raupach).

3. FINANCIAL REPORT: Motion to skip the Financial Report and continue to the Manager's Report due to the Treasurer not being present. Motion by Director Palladino, seconded by Director A. Helkoff Passed Unanimously. Mr. Kohnle read the financial totals.

The Conservancy	Current Year	\$24,936.25
The Village	Current Year	\$5,899.62
The Ridge	Current Year	(\$118.86)
The Duplex	Current Year	\$10,432.88
The Townhome	Current Year	(\$6, 180.06)

4. MANAGER'S REPORT:

- a) **Inspection Reports:** Mr. Kohnle reported that inspection reports were available to the board for review on pages 19-22 of the board packet.
- b) **Document Revision/Update:** Mr. Kohnle met with Pilicy & Ryan and provided questions to the Board for review and response.
- c) **Reserve Study:**
- d) **Special Assessment Projects:** Mr. Kohnle stated that the landscape proposal will go out for bids and that he has four contractors pending. Jill from the Landscape committee presented her plan for the Conservancy landscaping.

5. UNIT OWNERS FORUM

17 Haskins Rd – questions were asked regarding the Reserve Study. Mr. Kohnle will meet later to address the questions.

35 Knollwood N – asked about the availability of the Reserve Study. Director Webber suggested contacting an individual's Council to see the current draft.

3 Marble Faun – comments regarding the faulty retaining wall and that the Walden Meadow plaque is unreadable.

22 Scarlet Ln – questioned when the damaged asphalt will be removed from the grass and that the daylilies need to be improved upon. Mr. Kohnle stated that the work is typically complete by the end of June. Director Webber directed the unit owner to the Duplex Council for the plant issues.

6. UNFINISHED BUSINESS:

- a) **2020 Community Goals** - The documents meeting was addressed. The topics covered and discussed by the Board include: Bylaw section 2.3(b), electronic notification and section 2.22. Declaration discussion included Article 19, section 19.4(a) and Article 28.
- b) **Reserve Study Discussion** - For continuity of the Minutes, the presentation by Matt Herceg (representing Becht Engineering) will be included in this section. This portion of the meeting began at 6:38PM and ran until 7:46PM. Matt gave an overview of the services provided and types of properties serviced by Becht Engineering. He explained the formatting of the reports and how data was compiled. There was discussion regarding operating budget versus reserve budget and how Becht determines cost. Matt answered board questions that were provided prior to the meeting as well as those asked during the presentation. Becht is expecting feedback from the board to proceed. Discussion ensued.
- c) **Landscaping/Snow Contract** - Page 26 of the Board packet provides specifications of expected work. A committee has been formed to address the contract. The committee currently includes Director Webber and Peter (from Communications committee) and a request for representation from each Council.
- d) **Morgan Stanley Reserve Accounts** - Motion by Director Giampolo, seconded by Director Palladino to provide Morgan Stanley with current signature cards as follows:

Director DeMarco as Treasurer
Mr. Kohnle and Director Webber representing the Conservancy
Boccuzzi – Townhomes
A. Heikoff – Duplex
Devlin – Village
Onesimo – Ridge

Passed Unanimously

7. NEW BUSINESS:

- a) **Village Loan** - Item pulled by Director Palladino from this meeting to be presented at the April Board Meeting.
- b) **Fines**- Item pulled by Director Palladino from this meeting to be presented at the April Board Meeting.
- c) **Main Entrance Sign** - Item was reviewed during the Unit Owner's Forum.

8. COMMITTEE REPORTS:

- a) **Communication** - correspondence will be going out to the community.
- b) **Standards** - the Charter will be sent to Pilicy & Ryan
- c) **Environmental** - a Chair is needed
- d) **Welcome** - Director Boccuzzi said the meeting was well attended.

9. EXECUTIVE SESSION:

None

10. NEXT BOARD MEETING: Wednesday, March 25th, 2020 at 7:00 PM

11. ADJOURNED: There being no additional business, the Motion to adjourn by Director Raupach and seconded by Director Palladino was Unanimous at 9:24PM.

Respectfully Submitted by,
Robin Daly, Minute Secretary (Non-Member)
Approved by Secretary Deborah Ciampolo (02/--/2020)