

WALDEN WOODS
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: January 27, 2021

STATUS OF THESE MINUTES: First Draft (1/29/2021)

ATTENDANCE:

Directors in Attendance: Dostal, Onessimo, Raupach, Patel, Lattimer, Yalamanchili, Pelc-Faszczka, Schuck, Rosario, Dange (Arrived at 7:28 PM)

Directors Absent: Devlin

Elite Property Management Representative: Chris Kohnle, Property Manager.

1. CALL TO ORDER:

Director Lattimer called the meeting to order at 7:06 PM.

2. APPROVAL OF THE PRECEDING MINUTES: Director Lattimer asked, prior to motion, who from the new board was present at the November meeting. There were only three of the current board members present at that meeting. **MOTION** to accept the minutes by Director Raupach, seconded by Director Patel passed 8 yes, 0 no, 1 abstain (Lattimer).

3. FINANCIAL REPORT: Director Lattimer reviewed the financials for each council and the conservancy as provided by Elite. He provided written content within the Board Packet.

The Conservancy	Current Year	\$9,445.37
The Village	Current Year	\$16,326.69
The Ridge	Current Year	(\$598.77)
The Duplex	Current Year	\$24,283.98
The Townhome	Current Year	\$6,274.72

MOTION to approve the financials made by Director Raupach with a second by Director Schuck passed unanimously.

4. MANAGER'S REPORT

- a) **Inspection Reports:** Mr. Kohnle stated that this time of year there are fewer inspection reports done. Director Lattimer mentioned several basketball hoops that were in non-compliance to which Mr. Kohnle explained the unit owners had been notified.
- b) **Declaration/Bylaw Update:** As of January 22, Mr. Kohnle reported, there had been 61 ballots returned. The Conservancy requires a minimum of 66% or 222 ballots returned. Reminders have been made and fliers sent to unit owners. The

board discussed speaking to unit owners during Council meetings.

- c) Morgan Stanley: Mr. Kohnle reported that the Conservancy has a single tax id when creating accounts. Options are being discussed to properly insure funds.
- d) Ridge Budget: The Ridge budget changes are on pages 26 and 27 of the board packets. These changes were not made in time to be properly voted on at the December 9, 2020 Annual meeting. Until a formal vote by the unit owners has been finalized the prior budget for 2020 stands for the Ridge. The 2021 Ridge budget would increase by \$3.00 monthly. MOTION to approve the Ridge Council budget found on page 27 of the board packet made by Director Onessimo, second by Director Lattimer passed unanimously.

5. UNIT OWNERS FORUM

Levine (Village) – three comments were made. First, that there needs to be a Ridge Council representative who volunteers for the Standards Committee. Second, several units still have holiday décor displayed, when the rule limits to 2 weeks post-holiday removal. Third, the Standards Committee will have a February 2 meeting where there will be discussion of a unit owner's radon issues.

Schuck (Duplex) – requested that the radon issue to handled quickly as it is a health risk to the owner.

Tracy (Village) – questioned the equity of insurance and is unhappy that the Conservancy portion includes Woodmoor.

Webber (Woodmoor) – stated that votes should not be made prior to unit owner discussion on the topic. Questioned if the Ridge Council increase covers their insurance premium. Also asked that the approved minutes be posted to the Conservancy website.

35 Knollwood (Village) – an AAI had been submitted for porch repair but with weather playing a factor the work can not be done now. A request to extend was made on November 30, 2020 with no response. What is a reasonable amount of time to wait for an answer?

Johnson (Village) – requested clarification of the secretary at Elite that handles Walden Woods. Mr. Kohnle confirmed her name is Jahney.

Towers (Village) – enquired about the amount of insurance detail that would be covered by Bouvier at the February 24 meeting.

6. UNFINISHED BUSINESS:

- a) 2020 Community Goals - Mr. Kohnle stated that the biggest goal for the new board would be updating the rules document.
- b) Insurance – Mr. Kohnle reported that Bouvier Insurance would attend the February 24, 2021 Board Meeting to answer questions relating to the Conservancy and Council's policy. Please send any questions to Mr. Kohnle so he can have Bouvier prepare for the meeting. Mr. Kohnle will provide an allocation chart.

7. NEW BUSINESS:

- a) **Rules and Regulations –** Mr. Kohnle had spoken to Attorney Pilicy & Ryan regarding the suggested process of the board to approve updates to the rules and regulations. It was recommended by Pilicy & Ryan that the Conservancy pay the hourly fee of \$275/hr for service relating to the rules and regulations as they will review materials not rewrite them. The board discussed the price structure options. **MOTION** to have Pilicy & Ryan review the rules and regulations after committee approval made by Director Pelc-Faszczka with a second by Director Yalamanchili passed 9 yes, 0 no, 1 abstain (Schuck)
- b) **Snow Removal -** Director Schuck suggested that a list be made of essential employees within the Conservancy as well as the shifts they work so priority may be made for plowing. A motion was made by Director Schuck to that effect but was withdrawn and tabled after board discussion on the matter. Discussion involved who determines essential status, would other criteria apply, and the subjective nature of the essential title.
- c) **Insurance -** Director Pelc-Faszczka brought up the issue of potential misallocation of common insurance expenses. Mr. Kohnle stated that he would include insurance numbers for the directors to review for the February board meeting.

8. COMMITTEE REPORTS:

At this time board members volunteered to be liaisons for the various Conservancy Committees.

Communications Committee Liaison: Director Schuck
Meeting House Committee Liaison: Director Pelc-Faszczka
Standards Committee Liaison: Director Patel
Gardens Committee Liaison: Director Lattimer
Documents Committee Liaison: Director Yalamanchili
Social Committee Liaison: Director Onessimo
Welcome Committee Liaison: Director Devlin

Meeting House Committee – The summer tag sale is tentatively being scheduled for June 26.

9. EXECUTIVE SESSION:

None

10. NEXT BOARD MEETING: Wednesday, February 24, 2021 at 7:00 PM

11. ADJOURNED:

MOTION to adjourn at 8:24 PM by Director Raupach, seconded by Director Onessimo Motion passed unanimously.

Respectfully Submitted by,
Robin Daly, Minute Secretary (Non-Member)
Approved by Secretary Nina Pelc-Faszczka (1/--/2021)

DRAFT