**WALDEN WOODS**

**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE**: June 29, 2022

**STATUS OF THESE MINUTES**: Approved (7/27/2022)

**ATTENDANCE:**

**Directors in Attendance:** Dostal, Schuck, Brand, Robertson, Bernier, Onessimo, Boccuzzi, Rosario (arrived at 7:06), Yalamanchili (arrived at 7:15)

**Directors Absent:**  Lemieux, Devlin

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

1. **CALL TO ORDER:**

Director Bernier called the meeting to order at 7:02 PM.

1. **APPROVAL OF THE PRECEDING MINUTES:** Director Bernier accepted, without objection, the minutes from the May 4, 2022 Special Meeting, the May 25, 2022 Regular Meeting, and the June 8, 2022 Special Meeting.
2. **FINANCIAL REPORT:** Director Schuck reviewed the financials for each council and the conservancy as provided by Elite. Director Schuck presented the spreadsheets for review by the board. An audit review will occur in July, so far Reserves are being spent as anticipated. **MOTION** Move that the Board shall establish an ad-hoc Finance Committee for the purpose of overseeing the Reserve Study and providing guidance and consultation regarding both Council and Conservancy finances. Further moved that this committee shall have no authority to make decisions on its own, but rather will serve in a purely analytical and advisory capacity to the Board. The Treasurer shall be immediately empowered to form this committee, which shall report back to the Board periodically regarding its work made by Director Schuck with a second by Director Robertson **Passed** 8 yes, 0 no, 1 abstain (Brand)

| The Conservancy | Current Year | $5,568.03 |
| --- | --- | --- |
| The Village | Current Year | $40,668.63 |
| The Ridge | Current Year | $2,214.26 |
| The Duplex | Current Year | $16,505.11 |
| The Townhome | Current Year | $9,605.45 |

1. **MANAGER’S REPORT**
2. *Summary of Property Manager on-site activity:* Mr. Kohnle said that there has been a lot of activity from both unit owners and contractors.
3. *Scheduled Pending Services:* The pool is running and the gutter cleaning is being finished. It was suggested that the pool area be inspected where the concrete meets the tile as it seems to have only been caulked.
4. *AAI Status:* Mr. Kohnle stated that five had been 2 closed, 3 received and a total of 15 open.
5. *Delinquent Fees:* There are approximately $24,000 in fees to be collected with several units in collections. $12,000 of the total are late fees and fines..
6. *Update of lease % ::* There is approximately 10% of all units lease across the Conservancy. Each Council as listed:

.002% - Village

5.06% - Town House

4.46% - Duplex

.002% - Ridge

Compliance of lease agreements are followed up at each renewal period. The total % of leased units may not exceed 30.

1. **UNIT OWNERS’ FORUM**

**None**

1. **UNFINISHED BUSINESS:**
2. **Rules and Regulations -** There have been 2 meetings about committee recommendations and attorney responses. The next meeting is TBD with the topic of maintenance regulations.
3. **Goals and Projects –** The project is complete and the Village will not need to take a loan from the Conservancy.
4. **Conservancy Goals/Projects –**

The projects were discussed as follows:

#1 – Rock scaping and Landscaping – the project is in the planning stage.

#2 - Landscape Monuments - tabled till Fall

#3 – Meeting House Alarm – Completed by ADT but there are code issues that need resolution.

#4 - Meeting House Fire Alarm/Fire Suppression - Completed by AD

#5 – Power Wash Tennis Courts - Marco will complete.

**d) Discussion on Pool Fobs -**  **MOTION** Move that the Amendment to the Motion passed by the Conservancy Board at the April 27 Conservancy Board meeting regarding establishing a three-month time limitation for providing a free pool fob replacement to a unit owner that did not receive the pool fob at time of closing on a purchase of a new unit within Walden Woods be revised as follows: “Any request for a replacement pool FOB by a new homeowner who did not receive the FOB at closing must be made within one year (12 months) of their closing date.” made by Director Robertson with a second by Director Schuck **Passed** 8 yes, 1 no (Onessimo), 0 abstain

1. **NEW BUSINESS:**
2. **Invasive Overgrowth–**  Mr. Kohnle met with Evergreen to review two areas. The pool area and the area around the ravine. No proposal is available yet. Director Brand offered to review the affected areas with Evergreen.
3. **Butler Irrigation Report –** The report had not been provided by the start of the meeting. Butler has until the end of business day June 30 to provide the report.
4. **New Signage -**  Director Brand showed the board new private property signs that had been created for posting at the pond.
5. **COMMITTEE REPORTS:**

**None**

1. **EXECUTIVE SESSION:**

**None**

1. **NEXT BOARD MEETING**: Wednesday, July 27, 2022, at 7:00 PM.
2. **ADJOURNED**:

The meeting **a**djourned at 8:34 PM

Respectfully Submitted by,

Robin Daly, Minute Secretary (Non-Member)

Approved by Secretary Lemieux