**WALDEN WOODS**

**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE**: November 29, 2023

**STATUS OF THESE MINUTES**: Final

**ATTENDANCE:**

**Directors in Attendance:** Bocuzzi, Moffa, Bernier, Onessimo, Devlin

Dostal, Jones, Yalamanchili, Henry, Laliberte, Holcomb (*representing Duplex)*

**Directors Absent:** Robertson, Schuck

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

1. **CALL TO ORDER:**

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

1. **APPROVAL OF THE PRECEDING MINUTES:** Minutes from the October 25, 2023 BOD Meeting were reviewed with no changes. John motioned to approve the minutes. Roland seconded the motion. Gordon obstained. Remaining Board were in favor and approval of minutes. None opposed.
2. **FINANCIAL REPORT:** Financials as of October 25, 2023, were submitted to each Board Member. Tom was unavailable to provide review. John is reviewing check runs.
3. **PROPERTY MANAGER’S REPORT**
   1. **Summary of Property Manager on-site activity:**

Chris was at the Meeting House at 4 am because the cold temperature alarm went off. ADT notified the police who notified Chris. The issue was dead batteries in the thermostat so the heat was off. Chris replaced batteries.

* 1. **Pending services Power Washing, Tree Work, Gutters, Decks:**

The Pool Caban has been winterized.

Gutter cleaning is happening for the Meeting House as the leaves are down. Will be complete in next week or two.

Butler is working on fall clean up.

* 1. **AAI status:**

There were 9 AAIs last month. Two closed this past month. One new AAI was added. There should be under 10 by next meeting.

* 1. **Deliquent fees:**

Currently there are 3 units in collection. Nine units make up the majority of the fees and fines totaling $23,000. Nine thousand of the $23,000 are fees and fines and $4,500 are for Duplex Deck steps**.**

* 1. **Budget 2024:**

It was recommened the Board hold off on approving the 2024 Budget until Insurance negotiations are complete. Policy renews December 11, 2023. There will be two proposals one from Greater New York and the other from Philadelphia**.** Rich from Bouvier has agreed to come to a Board Meeting to discuss renewals if Board deems necessary.

1. **UNIT OWNERS’ FORUM –** Unit Owners were given opportunity to address the Board with thoughts and concerns.

Concern was raised regarding the parking on the circle in front of the Meeting House at events. On Thanksgiving there was an event and cars were parked all around the circle. Some were blocking resident’s driveways. If there was an emergency, emergency vehichles would not be able to get in. It was discussed that perhaps a fine to the renter of the Meeting House be charged if they don’t abide by what the Rental Contract states.

1. **UNFINISHED BUSINESS:**
   1. **Conservancy Goals/Project 2023-2024:**

Enclosed in Board Package are two Tree Quotes from Evergreen Tree Services and one from Beebe for Board’s review and approval.

The Proposals from Evergreen (November 17, 2023 for $1,850 and April 17, 2023 for 6,725) was voted on and approved. Roland motioned the approval and Gorden seconded the motion. All in favor. No one opposed and no obstentions.

* 1. **Butler Contract 2023-2026:**

Walden Wood’s attorney drafted a new Contract for Butler. Butler came back with minor changes. Board reviewed each question/comment and added their changes. Chris will take it back to Butler.

* 1. **Unfinished Business:** No unfinished business to discuss

1. **NEW BUSINESS**
   1. **Vote to Approve 2024 Budget**

Tabled until Insurance is resolved.

* 1. **Annual Meeting Date**

Tabled until ready to vote on Budget.

* 1. **New Business to Discuss**

Unit on Pierce Blvd that is in collections will be back in mediation on Thurday, November 30, 2023. Homeowner cannot fulfill the reduction the Board approved in prior meeting and Attorney wants to know the Board’s bottom line. Board discussed and agreed to stay with initial offer and will not be making an additional changes.

Management Contract with Elite is up for renewal. There is a 4% increase to $6,981 monthly. John motioned to approve increase. Russ seconded the motion. All were in favor. No one opposed and no obstentions.

Russ handed out a document to the Board members of ideas to offer the community in addition to the Pickle Ball Courts. Board will review.

It was recommended that the Meeting House be closed for the month of February to complete the remodeling. It was also recommended that the closure be placed on the Walden Wood’s Calender so the community is aware. Roland motioned the closure of the Meeting House and Fred seconded the motion. All were in favor. No one opposed and no obstentions.

Chris stated he might have a volunteer for the Welcoming Committee.

1. **COMMITTEE REPORTS:**

Included in Board Packet

1. **EXECUTIVE SESSION:**

None

1. **NEXT BOARD MEETING**: Wednesday, December 13, 2023, at 7:00 PM.
2. **ADJOURNED**:

Meeting was adjourned at 8:49 pm. John motioned to adjourn and Fred seconded the motion.

Respectfully Submitted by,

Regina Sanchez