**WALDEN WOODS**

**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE**: October 27, 2021

**STATUS OF THESE MINUTES**: APPROVED (11/17/2021)

**ATTENDANCE:**

**Directors in Attendance:** Dostal, Onessimo, Schuck, Lattimer (arrived at 7:28 PM), Rosario, Patel, Devlin, Pelc-Faszcza, Yalamanchili

**Directors Absent:** Henry, Dange

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

1. **CALL TO ORDER:**

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

1. **APPROVAL OF THE PRECEDING MINUTES: MOTION** to approve the Minutes from the September 28, 2021, meeting by Director Onessimo with a second by Director Schuck PASSED 7 yes, 0 no, 1 abstain (Pelc-Faszcza)
2. **FINANCIAL REPORT:** Director Yalamanchili reviewed the financials for each council and the conservancy as provided by Elite.

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| --- | --- | --- |
| The Conservancy | Current Year | $12,839.63 |
| The Village | Current Year | $5,941.66 |
| The Ridge | Current Year | ($755.86) |
| The Duplex | Current Year | ($28,270.70) |
| The Townhome | Current Year | ($7,948.80) |

1. **MANAGER’S REPORT**
2. *Inspection Reports:* Mr. Kohnle said that he has had meetings with all councils and several contractors.
3. *Declaration/Bylaw Update:* There are currently 180 ballots that have been cast as of October 27, 2021. Teams have been out collecting ballots.
4. *Draft Budget:* Mr. Kohnle has met with Town Homes, Village and Duplex councils and a meeting will be held with the Ridge prior to the November Board of Directors meeting.
5. *Reserve Study:* The next draft of the Reserve Study by Becht should be complete in early November. The final draft is expected for the November meeting.
6. *Insurance Expenses Allocation:* Discussion regarding the review of allocations of Insurance Expenses will be held during the budget process. The councils will review the allocations and determine if they are accurate. Mr. Kohnle will reach out to Bouvier to determine the renewal rates for December. There was discussion during the meeting regarding the allocation history and Conservancy fees.
7. **UNIT OWNERS’ FORUM**

**Bernier (Duplex) –** asked when the community garden cleanup would be done and spoke about collecting the ballots for the Declaration and Bylaw vote. He suggested each council have someone volunteer for an afternoon so the process can be completed.

**Levine (Village) –** recommended that the entrance fields need to be mowed and stated that she does not support a Little Library as content cannot be monitored and there is a question about upkeep responsibility.

**DeBisschop (Village) –** questioned the amount of time the board spends reviewing the Reserve Budget and said that the summer months are the time to review it.

**Devlin (Village) –** asked if Reserves can be returned to units or given to Council Reserve Budgets.

**Schuck (Duplex) –** stated that the Reserve Budget would be reviewed with the Conservancy Budget.

1. **UNFINISHED BUSINESS:**
2. **Rules and Regulations -**  On hold pending the approval of the Declaration and Bylaws.
3. **Village Paving Project –** Details are being finalized with a projected start day of April or May.
4. **2021 Amenities Status –**Community gardens will be cleaned up when Butler returns for fall clean up in November. There will be a vote on November 8, 2021, for the Community Garden Chair. Any candidates need to contact Mr. Kohnle. Director Lattimer suggested that those who vote should have some connection with the community garden already.
5. **NEW BUSINESS:**
6. **Expenses Associated with Tree Damage -** Director Schuck gave a history overview of the tree damage expenses and examples of who has been responsible for past damage. **MOTION** that if a tree or tree limb that originates from the defined boundary of the conservancy area or one of the councils falls into the defined boundary of another council or the conservancy area, the responsibility for the cost of removal would fall on the council or the conservancy from where the tree or limb originated from, as defined by the boundary’s agreement.

Trees or limbs which fall, and damage units (structures) as defined in the Declaration are covered by the homeowner’s policy, or in the case of Duplex and Town Home, their condo insurance policy. There shall be no reimbursement of deductibles.

If the tree or tree limb causes damage to any common element or limited common element the repair shall be at the expense of the Council or Conservancy based upon where the tree or tree limb originated from, as defined by the boundaries agreement made by Director Schuck, second by Director Pelc-Faszcza PASSED 4 yes, 2 no (Lattimer, Yalamanchili), 1 abstain (Rosario)

1. **Little Free Library –** Unit owner Angela D’Amato explained the process of registering, building, stocking, and maintaining a Little Free Library within the Conservancy. She suggested that it be placed near the Meetinghouse and she and her husband would function as stewards. **MOTION** to place a Little Free Library outside of the Meetinghouse made by Director Lattimer, second by Director Devlin PASSED Unanimously
2. **COMMITTEE REPORTS:**

**STANDARDS –** Jill Levine introduced two potential Standards Committee members: Brenda Nuhfer and Raja Staggers-Shakim. She requested a vote by the board to approve them. **MOTION** to approve the 2 Standards Committee members by Director Lattimer, second by Director Pelc-Faszcza PASSED Unanimously

MEETINGHOUSE – Roland Bernier suggested a waiver, like the pool, where Meetinghouse guests would be required to wear a mask and be at 50% capacity. It was suggested to post the rules at the entrance. **MOTION** until further notice, usage and/or rental of the Meeting House be restricted to Walden Woods residents only with the further restriction that all attendees at the rental event must be Walden Woods residents. All attendees will be required to abide by the following rules: 1) All guests must wear face masks; 2) Residents and guests must have signed the waiver, which will be available at the front table when they walk in. The event sponsor will be responsible for seeing that all have signed the waiver; 3) Capacity will be limited to 50% (standing capacity at 40 and seated capacity with tables at 30); 4) Social distancing to be observed. Motion by Director Pelc-Faszcza, second by Director Devlin PASSED Unanimously

1. **EXECUTIVE SESSION:**

 None

1. **NEXT BOARD MEETING**: Wednesday, November 17, 2021, at 7:00 PM. If a need to postpone arises, the new date will be announced by Mr. Kohnle.
2. **ADJOURNED**:

**MOTION** to adjourn at 9:03 PM by Director Patel, seconded by Director Yalamanchili PASSED Unanimously

Respectfully Submitted by,

Robin Daly, Minute Secretary (Non-Member)

Approved by Secretary Nina Pelc-Faszcza