

WALDEN WOODS
BOARD OF DIRECTORS MEETING MINUTES

MEETING DATE: October 26, 2022

STATUS OF THESE MINUTES: DRAFT (10-27-22)

ATTENDANCE:

Directors in Attendance: Bernier, Boccuzzi, Brand, Devlin, Dostal, Onessimo, Robertson, Schuck, Yalamanchili

Directors Absent: Lemieux, Rosario

Elite Property Management Representative: Chris Kohnle, Property Manager.

1. CALL TO ORDER:

Director Bernier called the meeting to order at 7:05 PM.

2. APPROVAL OF THE PRECEDING MINUTES: Director Bernier accepted, without objection, the Minutes from the August 31, 2022 Board of Directors meeting.

3. Chris introduced representatives from Butler (Steve Somosky, Roger Dubiel, Andrew Reynolds).

- a. Roger Dubiel is assuming responsibility as Account Manager for Butler's Walden Woods account.
- b. Andrew Reynolds will continue as lead man for the grounds keeping.
- c. Steve Somosky indicated his company's desire to improve quality of both the landscaping done for Walden Woods as well as communication between both parties.
- d. Opportunity was given for Board members to give comment and present concerns.

4. 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.

The Conservancy	Current Year	\$2,505.99
The Village	Current Year	\$3,951.47
The Ridge	Current Year	\$3,695.29
The Duplex	Current Year	(\$6,797.68)
The Townhome	Current Year	(\$906.81)

5. PROPERTY MANAGER'S REPORT

- a. Summary of Property Manager on-site activity: Enclosed in the Board packet were Chris's onsite inspection reports.
- b. Scheduled Pending Services: Beebe Landscape has been on site working on the two landscape projects and both are completed.
- c. AAI Status: Four AAI's have been closed out and four new AAI's received. There is a total of 25 open AAI's
- d. Delinquent Fees: As of 9/30, there is about \$17k owed to the association but about \$10k of that is made up of fines and late fees. Overall, delinquency is not an issue.
- e. Draft Budgets 2023: Enclosed in the Board packet were the third drafts of all the budgets. These will be discussed more in detail at the workshop meeting on November 2.

6. UNIT OWNERS' FORUM

- a. Unit Owners were given opportunity to address the Board with thoughts and concerns.

7. UNFINISHED BUSINESS:

- a. **Rules & Regulations Status/Update:** Director Bernier gave an update on the Board's progress in reviewing proposed changes to the Walden Woods Rules and other supporting documents. All documents have been reviewed and edited by the Board, with the exception of Townhomes Maintenance Standards, which are still being worked on by Townhomes directors. Once this has been received, all documents will be sent to Attorney Ryan for final review. Once received back from the attorney, documents will be formally presented at a Board meeting for review and approval, after which they will be sent to all Walden Woods Unit Owners for review and comment.
- b. **Conservancy Goals/Project List:**
 - #1 – Landscaping at the corner of Walden Meadow Road and Pierce Boulevard has been completed.
 - #2 – Landscaping at the base of the 5 monuments has been completed.
 - #3 – Replacement of the Meeting House Alarm System has been completed and is up and running. A few final touches still need to be done.

8. NEW BUSINESS:

- a. **Invasive Vines:** Mr. Kohnle reported that he is still waiting for additional bids on this project from other contractors. He asked the Board if they were willing to consider splitting the project into two segments: 1) the pool area, 2) the area on Walden Meadow Road across from the pond deck. The Board agreed and gave priority to the pool area. Mr. Kohnle will let contractors know in hopes of more estimates arriving prior to the November Board meeting.

b. Village Request Water Allocation:

BACKGROUND: The basic monthly charge for the Meeting House is \$48.60. The basic charge for sewer is \$9.00. The Village Council is currently paying 85% of these basic charges. The Village Council requests a reallocation of the basic monthly charges to a 50%/50% split between the Conservancy and the Village Council. This request does not affect the charge for usage. Water used is currently split 85% Village (irrigation) and 15% Conservancy (Meeting House and irrigation of the Green) and will continue to be done in this manner.

MOTION that basic monthly charges for Meeting House water and sewer expenses be allocated on a 50%/50% split between the Conservancy and Village Council and that all usage charges continue to be split at the 85% (Village) / 15% (Conservancy) level. Motion made by Director Devlin, second by Director Robertson. **PASSED** unanimously.

- c. **Conservancy Budget Workshop:** This will be held on Wednesday November 2 and is open to all Walden Woods Unit Owners and residents.
- d. **November Conservancy Meeting Date:** Due to conflict with Mr. Kohnle's schedule, meeting date has been changed to Wednesday December 7.
- e. **Reserve Study Review:** Director Schuck gave a brief review of documents he has prepared to make it easier to manage reserves going forward and invited any interested Council to contact him to learn more and to make use of this tool.
- f. **Elite Contract:** Director Bernier mentioned that he had received the new contract for Elite Property Management for the 2023 calendar year, which includes a 3% fee increase. He asked for Board comment on this. Director Schuck noted that this was reasonable as it lines up with standard CPI % changes from year to year. Other Board members suggested that it would behoove us to research other property management companies to ensure comparable rates for comparable services. Recognizing that there is not enough time to do this before year end, this research and review will be moved into the 2023 calendar year Board activities.

9. COMMITTEE REPORTS:

Included in Board Packet

10. EXECUTIVE SESSION:

None

11. NEXT BOARD MEETING: Wednesday, December 7, at 7:00 PM.

12. ADJOURNED:

Meeting was adjourned at 8:54 pm.

Respectfully Submitted by,
Roland Bernier, President