**WALDEN WOODS**

**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE**: October 25, 2023

**STATUS OF THESE MINUTES**: Final

**ATTENDANCE:**

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

Dostal, Jones, Yalamanchili, Henry, Laliberte, Robertson - via Zoom

**Directors Absent:** 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 August 30, 2023 BOD Meeting, were reviewed with no changes. John motioned to approve the minutes. Brian seconded the motion. Remaining Board were in favor and approval of minutes. None opposed.
2. **FINANCIAL REPORT:** Financials as of September 30, 2023, were submitted to each Board Member. Tom was unavailable to provide review.
3. **PROPERTY MANAGER’S REPORT**
	1. **Summary of Property Manager on-site activity:** No major Conservancy issues. Currently there are two insurance issues open.
	2. **Pending services Power Washing, Tree Work, Gutters, Decks:** Evergreen Tree will be in the Community next week to review tree work in all Council areas. List of tree issues will be provided so as to check against each Council’s budget to decide where to move forward.

Butler is currently beginning Fall clean up. They are holding price at 4% increase.

The Pool is shut down.

Irrigation will be shut off within the next few weeks.

* 1. **AAI status:** Most projects are getting shut down for the season. Nine closed, one new one opened. Currently there are 11 open.
	2. **Deliquent fees:** Currently, there are four units in collection. Ten units make up the bulk of outstanding fees. There is a total of $23,000 owed to the Association but $9,000 of that $23,000 are fines and late fees. Also, $4,500 is for Duplex Deck Steps Project that has not yet been paid.
	3. **Budget 2024:** The 2024 Budget is currently being worked on. There are two Council Workshops scheduled. Need to schedule a Conservancy meeting. Changes will be complete for approval in the November Board Meeting.
1. **UNIT OWNERS’ FORUM –** Unit Owners were given opportunity to address the Board with thoughts and concerns.
2. **UNFINISHED BUSINESS:**
	1. **Conservancy Goals/Project 2023-2024:** A quote from Evergreen has been submitted regarding the Walden Meadow Ravine Vines. Butler has been asked to submite a quote as well. If the Board decides to proceed, it will be a November or December project.

**The Pool is closed and is moved off the list.** The type of sealant that has been applied is recorded for future reference.

**Pool Fob.** Waiting on two additional quotes. One is from Horizon Technologies and the other is from Vulcan Security. We currently have a quote from ESC. This will be a 2024 project.

**Tennis Court Repair/Conversion to Pickle Ball.** Currently have two quotes (Hinding Tennis and Classic Turf). Waiting on a third quote from RS Site and Sports. A decision by the Board will be made in the Fall and will be scheduled for 2024. It will be from the Reserve Expense.

**Meeting House.** Committee is in the process of complete upgrade pertaining to what has been approved.

**Pool Road Refurbish**. Quote for 2024 is pending

**Pool Furniture**. More furniture for pool will be purchased for 2024.

* 1. **Butler Contract 2023-2026:** Contract is being updated with penalities added for not completing projects.
	2. **CAI-CCT Sign up:** It will take 30-60 days for our Community to get in their System. Chris will bring the magazines to the Meeting House for Board Members to have. Emails should start within a few weeks.
	3. **Unfinished Business:** No unfinished business to discuss
1. **NEW BUSINESS**
	1. **Morgan Stanley Account Signers –** It was voted to removed Robert DeMarco, Cori-Lynn Webber, Andrea Lee Heikoff and Russell Devlin as authorized persons for the Morgan Stanley Account.

It was then voted to add John Boccuzzi and Kenneth Laliberte as Walden Woods authorized persons for the reserve fund accounts with Morgan Stanley.

Ken motioned for this change and Roland second the motion. All were in favor and none opposed.

Discussion ensued regarding the Morgan Stanley investments made that were allocated incorrectly. A meeting will be scheduled with John, Ken (Walden Woods), and Chris and Cathy (from Elite Property Management), to resolve this issue.

* 1. **Conservancy Budget Workshop** It was agreed that November 8th at 6 pm will be the Conservancy Budget Meeting. It was recommended that questions be submitted to Chris prior to the meeting. November Board Meeting will be the vote for the Conservancy Budget.
	2. **New Business to Discuss** It was confirmed that there will be three Tennis Court conversion quotes; both for asphalt and concrete. It is unsure when those quotes will be complete and submitted.
1. **COMMITTEE REPORTS:**

Included in Board Packet

1. **EXECUTIVE SESSION:**

None

1. **NEXT BOARD MEETING**: Wednesday, November 29, 2023, at 7:00 PM.
2. **ADJOURNED**:

Meeting was adjourned at 8:32 pm. John motioned to adjourn and Fred seconded the motion.

Respectfully Submitted by,

Regina Sanchez