

*Woodlands Winding Brook HOA*  
*Called Board Meeting Minutes*

September 12, 2018  
7:00 pm McAlister's Deli

**Call to order.** The meeting was called to order at 7:05 pm. Board members present: Cindy Johnson, President; Jeanette Clausen, Vice President; Elizabeth Starr, Secretary; Linda Blair, Treasurer; and Susan Seitzinger, At-Large. Property managers Matt Carter and Chelsea Hendren were also present. Homeowners present: Emily Bagienski, Cathy Brown, Donna Davis, Joshua Dennis, Keith Mize, Linda Scott, Kenneth Shafer, Cathy Stone.

The purpose of the special called meeting was to discuss remediation for the recent roof leak in Building 11.

**Building 11 roof.** Cindy reviewed the inspection by Cornerstone that had prioritized roofs into Priority 1, 2, 3, and 4. Building 11 had been identified as one of three Priority 1 buildings (along with Buildings 6 and 7), where the roofs were judged too damaged to be repaired and required replacement. The Board had received three bids for roof replacement, using the same Owens Corning shingles that had been used on Building 4 in March. The bids ranged between approximately \$14,500 and \$17,300. Matt explained the background on the bids and some of the price variations (differences in calculating squares, one bid with a different kind of lower-grade shingles, some variations in scope of work). Matt also clarified that the warranty from Cornerstone was 30 years for the shingles, 10 years for the workmanship. There was some discussion of the Sherlock Homes report from 2016, which also identified issues with roofs, but stated that Building 11's roof still had 15-20 years of life in it. There was also discussion of having Tim Dickson, roof inspector, independently evaluate the roofs. Lastly, there was discussion of paying for another urgent roof replacement ahead of our previously proposed schedule of restorations. **Jeanette moved, seconded by Cindy, that we accept Cornerstone's bid for replacing the roof on Building 11 and that we contact Tim Dickson to assess the other Priority 1 roofs (Buildings 6 and 7 and garages). This was approved.**

The meeting was adjourned at 7:55 pm.

Respectfully submitted,

Elizabeth Starr  
Secretary, Woodlands Winding Brook HOA