

Woodlands Winding Brook HOA

Annual Homeowner's Meeting

October 18, 2018

7:00 pm, Monroe County Public Library

The meeting was called to order at 7:02 pm in the auditorium at Monroe County Public Library by Board President Cindy Johnson.

In attendance were board members 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 of Mackie Properties and Financial Manager Carolyn Brown were also present. Twenty-nine homeowners were represented, either in person or through their proxies, as well as several guests.

- I. **Approval of 2017 Annual Meeting minutes.** Elizabeth Starr, Secretary, presented the Minutes. Jeanette moved, seconded by Linda, to approve the 2017 annual meeting minutes. This was approved.
- II. **Treasurer Report. Review of 2018 Financials.** Linda Blair, Treasurer, started by briefly reviewing the 2017 financials, copies of which were available for homeowner review. There had been a deficit at year-end of about \$43K due to several large projects, the largest of which was the deck staining. For 2018, Linda reported we were currently at deficit of about \$33K, again due to large projects (roof replacements and the drainage project). Linda had completed the review of the books for the third quarter. **2019 Proposed Budget.** The proposed budget will be presented, in conjunction with the Reserve Study, at the next regular meeting in November.
- III. **President's Report:** Cindy Johnson, President, presented the report. Cindy thanked Cathy Brown for her service and gave appreciation to Susan for stepping up as an appointee to the Board. Cindy covered some of the highlights and challenges of the past year. In April, Tempo Properties gave notice. The Board conducted a search for new property management, interviewed three companies, and hired Mackie Properties, who hit the ground running on June 18. With their help, the landscaping company was changed to Lamontagne. Large projects over the past year included roof replacements on two buildings and parts of two garages, the addition of several accessible parking spots for residents on the Circle, one foundation lift, a new light pole, and the completion of most of the drainage project. In addition, the Board authorized a Reserve Study to plan for future expenses and completed a revision of the Rules & Regs. Cindy reported that the roof restoration schedule took an unexpected turn when the Building 4 roof needed to be replaced. There were many issues with the HWA drainage project, including flooded basements. HWA walked away from the project halfway through the final phase, and the Board has been working with the HOA attorney to attempt to recover some of the money spent on repairs. A renter filed numerous complaints; two homeowners filed landscaping complaints, which cost over \$5K to remediate. Cindy summed up by stating that the Board is working diligently to address challenges but still has a long way to go. **Projects for 2019 include addressing the "Category 1" roofs with either restoration or replacement, dealing with sidewalk issues, sealing a basement that had been postponed, and completing a revision of our governing**

documents. The next business meeting will address the Reserve Study and its implications on the budget and possible fee increases.

- IV. **Building & Grounds Committee Report:** Jeanette Clausen, Vice President, summarized the written report available to homeowners. B&G had met 8 times this year past year and discussed numerous issues and recommendations. The committee had decided to focus on work they could do with the Board's approval that would not cost money, such as organizing neighborhood clean-up days and creating a guidebook for homeowners.
- V. **Property Manager Report:** Matt Carter and Chelsea Hendren of Mackie Properties presented the report. Matt focused on items since last month's report. Matt reviewed the new roof on Building 11. He is trying to solve gutter issues to get water away from homes before winter and is adding gutter extensions. Dumpster signs have been ordered and will be added to the corrals. He is getting snow removal estimates at this time (and suggested that homeowners each take care of the sidewalks in front of their units to save money). He discussed issues with cleaning out gutters on buildings with gutter guards, as a lift has to be used to reach the gutters (as it's not safe to walk on the cedar shakes). Mackie has worked hard to fill in trenches left by the HWA project, seeding and strawing. In a few weeks, they will be turning off the common area spigots and winterizing the outside spigots. Chelsea is currently organizing the annual chimney inspection and co-ordinating getting units inspected that were missed on the first round.
- VI. **Election of New Board Members.** Members of the Board explained the voting procedures for the three open positions. This portion of the meeting was interrupted by soot starting to pour from the ceiling and a burning smell. The meeting had to move to another room at the library while firemen investigated the issue.
Nominations from Floor. There were no further nominations.
Candidate Forum. Jeanette explained the procedure. The three candidates—Connie Beckwith, Elizabeth Starr, and Sarah Taylor—each gave brief statements about their qualifications and interest in serving. Homeowners had the opportunity to write questions on index cards. Linda Blair drew cards at random and then the same question was asked of each candidate, in order to give homeowners a fuller picture of the candidates' vision and approach.
Voting. A total of 29 ballots were cast; homeowners could vote for up to 3 candidates (with room for write-in candidates, if desired). Final tally: Connie Beckwith, 17 votes; Elizabeth Starr, 19 votes; Sarah Taylor, 21 votes. All candidates were elected.
- VII. **Adjournment 8:50 p.m.**
Next Meeting: Thursday, **November 8, 2018, Monroe County Public Library, 7 p.m.**

Respectfully submitted,
Elizabeth Starr
Secretary, Woodlands Winding Brook HOA