Woodlands Winding Brook HOA

Open Board Meeting

Minutes 5/13/21

The zoom meeting was called to order by President Ken Shafer at 7:04 pm.

Those present included:

Board members: Ken Shafer, Brian Dahlberg, David Zaret, and Cindy Johnson. Connie Beckwith was unable to attend.

Mackie Properties: Rachel Joseph, Chelsea Hendren, Matt Carter

Homeowners: Matthew Odle, Aran Mordoh, Cathy Stone, Cathy Brown, Allie Ferrerio, Jeanette Clausen, Ranji Abraham, Jean Piatt, Shelley Taylor

Ken announced that there was a quorum present despite the absence of Connie Beckwith and that no recordings were allowed of the meeting.

Ken moved to accept the minutes of the April 8 meeting, David 2nd, approved 4-0

There were no executive sessions held since the April meeting.

Financial Manager report was summarized by Ken. 90% of the special assessment had been collected and the balance sheet showed a hefty balance at this time.

The Property Manager Report was presented by Rachel. Many projects are in process, awaiting bids and scheduling, or have been completed. The report is attached to this file. Matt suggested we allow at least a 10% cushion to all bids for roofing/decks/siding/piers due to jump in cost in building materials. The board will work with Mackie and the vendors to get projects done despite the extra cost.

Ken presented the President’s report, including working on Google Drive access, scheduling and coordinating contract work, and that the Woodlands will follow Monroe County mandates regarding Covid precautions and regulations. It was suggested that the board coordinate with Mackie for a rough schedule by month for when projects are expected to occur, and asked for homeowner understanding to be flexible with contractor’s schedules.

Ken presented the Treasurer’s report. Receivables are up, but we’ll have a better idea of how things look after the second installment of insurance payments is due June 1. The budget will be recalibrated accordingly and as needed. Snow removal cost quite a bit more than was budgeted. The transition to Stephen Miller CPA is going well.

Brian reported on the entrance sign progress. Grants are to be awarded May 17th, so we should know then if we have received one. He will work on a plan for a community grilling area.

Cindy reported that she and Connie work with the property manager to be sure contracts are complete prior to payment. The HOA has responsibility for caring for all shrubs and trees in the Woodlands, per the covenants, and those that have been removed so far are just the first stage. The shrubs removed were identified as being too large and close to the building foundations, and were causing pressure on the foundations and some water intrusion.

Neighborhood clean-up day is June 5. Since the city will provide a chipper, we will ask Outdoor Improvements to trim low hanging branches and collect them for the chipper. More information coming next week to the residents.

Work has begun on organizing new committees as part of board reorganization. Mission statements will be submitted and applications sent out to homeowners for those committees that are open to residents.

The next town hall meeting will be June 24 by zoom. Besides the open forum, there will be an educational component to each meeting. Community amenities, such as a grilling station, will be part of the June meeting.

The following bids were submitted and voted on:

Deck repair 2293-Rays Construction Ken moved, David 2nd, approved 4-0

Deck repairs for 2321 – Rays Construction Ken moved, Cindy2nd, approved 4-0

Add deck post to 2362- Rays Construction Ken moved, Brian 2nd, approved 4-0

2391 Water leak repair – RotoRooter Ken moved, Cindy 2nd, approved 4-0

Repair Sewer Line behind 2352- RotoRooter Ken moved, David 2nd, approved 4-0

Annual Tree inspection – Seth Inman - RotoRooter Ken moved, Cindy 2nd, approved 4-0

Work in progress for future:

Garage gutters?

Extend drainage study of grading with Smith Engineering, Katie Stein

Extend contract with Wessler Engineering for pond remediation

Neighborhood termite inspection?

Landscape design – shrub replacements for those removed

Possible tree removals – after tree report received

The meeting was adjourned at 9:00 p.m.

The next open Board Meeting will be held on Thursday, June 10, at 7 pm via zoom. The next Town Hall meeting will be June 24 at 7 pm via zoom.

Respectfully submitted,

Cindy Johnson

Acting Secretary