

**WILLIAMSWOOD CONDOMINIUM ASSOCIATION
BOARD MEETING MINUTES
AUGUST 23, 2017**

The meeting was called to order at 4:00 p.m. by President Carolyn Else. Board members present were: Vice President Karen Renaud-Williams, Treasurer Susan Fish, Secretary Gary Peterson and Norm Wall. Condo owners in attendance: Dorothy Moe, 1A, Jan Loomis, 12A, Larry Smith, 10B, Janet Welsh, 16A, Lori Durand, 11A, and Hank Hellenkamp, 11B. Lisa Dillon and Carol Burton, Diamond Community Management, were also present.

The minutes for the July 19th meeting were motioned for approval and seconded by board members.

The financial report was given by Lisa Dillon for July, 2017: Operational account is \$16,469.56, insurance reserve is \$7,059.85, money market account is \$120,426.34, and the petty cash account has \$300.00.

Maintenance and Repair - Carolyn

Topics reviewed:

- The broken fence at 4B is in process of being replaced,
- The fence along 27th street needs replacing; possibly work beginning in September,
- East fence near unit 4A has been temporarily repaired by ABC DayCare (pushed out by loose gravel),
- Asphalt cracks in pavement need to be addressed this spring. Bid from Sealtech Asphalt for \$19,706 was approved by the board for this work,
- Williamswood sign painting and the addition of the numerals 8801 added to outside fence discussed,
- The addition of a sign on the clubhouse was discussed,
- Leaking pipe in wall at 13B: the pipe and wet wallboard were replaced by Bob Sauve. Bob also found matching floor tiles in Kent at \$160.00 for a packet of tiles. Bob has been reimbursed for the cost. Any unused tiles have been left at 13B. Floor tiles were installed by the owner.

Bob Sauve will be able to address most of the above.

Landscaping

Topics reviewed:

- Tree roots around buildings 7, 5A and 16A need to be looked at,
- More weeding needed in various areas.

New Business

A committee consisting of Karen Renaud-Williams and Peg Greer has completed the review of the association's *Covenants and Rules*. A review and comment by board members to be continued at the next board meeting.

Units for sale: 16B, 6A, and 10A have sold. 1B is to be listed for sale.

Private area behind 3A needs some attention. The owner is to be informed of his responsibility for care and up-keep.

Annual meeting scheduled for October 18th.

The next meeting is scheduled for September 13th, 2017 at 4:00 p.m. New budget approval and notification of the annual meeting requires 10 days notice to members. The meeting was adjourned at 5:30 p.m.