

WILLIAMSWOOD CONDO ASSOCIATION  
BOARD MEETING MINUTES  
AUGUST 15, 2018

The meeting was called to order by president, Carolyn Else at 4:00 PM. Board members in attendance were vice-president, James Williams; treasurer, Gary Peterson; at-large Norm Wall. DCM was represented for this budget meeting by Carol Burton and Lisa Dillon. Residents present were Peg Greer and Jan Loomis.

Minutes of the July 2018 were read and approved.

**FINANCIAL REPORTS:**

Verbally presented by Lisa Dillon of DCM. All reports were confirmed, discussed and approved by the board and the procedure for requesting petty cash for reimbursements was presented.

Peg and Jan requested that a more detailed financial report be included with the minutes every month from this month forward a Consolidated Operating Statement will become part of the minutes that are distributed to all.

**MAINTENANCE AND REPAIR:**

General discussion, all in agreement that the general appearance of Williamswood is good. First impression is that of neatness and cleanliness of the grounds and street.

**LANDSCAPING:**

Jim Williams has been voluntarily working on the sprinkler system and he explained his progress so far on the nozzles and heads. Jim suggested the lawns need aerating and fertilizing. Carolyn will discuss these lawn chores with Bob Sauve and also spreading of Tagro in the fall.

Beauty Bark is still being spread, Tagro will be coming soon in a delivery.

Peg Greer expressed some concerns about rhododendrons near the mailboxes that seem to be dehydrating and dying. She is still researching the community in general to determine other areas of need. We discussed Karen Renaud-Williams' list of suggestions from the WASU master gardeners; this list will be included with these minutes when sent to the residents.

**NEW BUSINESS:**

Lisa Dillon explained the increase in dues of the COA for the coming year plus gave a more detailed explanation on the budgets and financial reports.

The next monthly COA meeting will also be our annual meeting for all residents on 9/19/18 at 4:30 PM. Our plan so far is to have our meeting and a social time following with pizza, salads, etc. Susan Fish will try to assemble new resident packets for all to have at this meeting.

Meeting adjourned at 5:15 PM.