

WILLIAMSWOOD CONDOMINIUM ASSOCIATION
BOARD MEETING MINUTES
OCTOBER 17, 2018

The meeting was called to order by president James Williams at 4:00 PM. Five board members and Carol Burton from DCM were present.

The minutes of the previous meeting were read and approved.

Financial Report: Verbally presented by Carol Burton. As of September 30th, the Operating Account Balance was \$7,592.07, the Insurance Reserve was \$7,071.25, the MMA Balance was \$128,457.65 and Petty Cash is \$300.00 She informed us that US Bank presently manages our money market account with an interest rate of .65.

Landscaping, Maintenance and Repair:

From Jim, the sprinkler system should be winterized before a hard freeze. As soon as Bob and Abel finish their present project of grass thatching and fertilizing this can be accomplished. Carol will call M & M Irrigation to arrange this.

Jim needs an assistant to help with programming and data entry for the security gate, Pete Langdon has volunteered to help. There are walkie-talkies available that may help with this project.

Jim has suggested a more structured and itemized contract agreement with Vista Construction in an effort to increase effectiveness and efficiency and to help prioritize repair work around the community. Carolyn suggested she and Jim meet with Bob Sauve to get his perspective and opinions on that idea. They will give us a report at our next board meeting on their discussions with Bob. Carolyn and Carol explained the current payment structure and some of Vista's present responsibilities. Jim confirmed that Vista carries the appropriate current credentials.

The root problem at 16A was assessed this morning by Lee Johnson from SealTech. Further work will be needed on this.

Reports: The issue of COA dues for Peg Greer has been resolved.

Susan Fish reported on the visit by she and Karen Renaud-Williams to Willowtree Nursery concerning new plantings behind building 6. They will ask for a site visit by the outdoor nursery manager, Jenny, to assess the soil and drainage situation of that particular planting bed; historically most plantings and trees have not done well so Jenny can give us an educated opinion on how to proceed with that project.

The Williamswood website is operational and working smoothly. As soon as the updated resident list is available it will be posted on the site and be password protected. The website address is: www.williamswoodcondos.com. When Carol sends the Minutes of this meeting to the residents. she will provide the password. Susan will ask the webmaster if he is able to determine how much traffic there has been visiting the website.

New Business:

Jim has found an outgoing mailbox that should be suitable for us to implement; Pete Langdon is working on the bench that will eventually be placed near the mailboxes.

A roof over the mailboxes is not feasible.

A TV in the clubhouse was discussed but will not be installed.

The need for a utility sink in the work shop area of the clubhouse will be discussed with Bob.

There was a discussion about the need for a fine policy for community rules infractions. The group opinion was that a fine for infractions of community rules is not needed.

A brief discussion about the need for a fine policy

Meeting adjourned at 5:20 PM. Next meeting is scheduled for January 16, 2019 at 4:00 pm.