

WILLIAMSWOOD COA  
BOARD MEETING MINUTES  
April 24, 2019

The meeting was called to order by president James Williams at 4:00 PM. All board members were present plus Carol Burton from DCM. Pam Asberry, Unit 9B, was also in attendance.

**Minutes of the March 2019** were read and approved. During the reading Pam Asberry mentioned that front doors on the 9A and 9B units were difficult to open and close. This was again addressed in the Old Business discussion and Pete Langdon offered to evaluate the doors and sidewalks of the unit.

**The financial report** was verbally presented by Carol from DCM. The OP account has \$18,052.06; The Ins Reserve \$7,080.05;; the MMA \$136,886.65; petty cash \$300. Two questions were raised and answered: the interest on the MMA is not evident on the report so Carol will ask Lisa Dillon about this plus Carol informed as that an annual 12% interest fee is charged on late dues/assessments with 1% monthly fees starting after the owner is late by 30 days. The financial report was approved.

**Old Business:** Moss removal is finished and seems to be satisfactory, payment was approved. In the event any roof moss was missed the roof cleaners will return and correct it. Karen Renaud-Williams and Susan Fish will visit Willow Tree Nursery soon and discuss appropriate plantings with the nursery manager who is familiar with our complex. Work on the entrance gate will proceed soon with Guardian replacing the barrier arms with longer ones. Painting of trim etc will begin as soon as weather is better. Pete Langdon will assess the sidewalks and doors of 9A and 9B.

**New Business:**

Carol will call M&M irrigation to ask them to activate our sprinkler system.

The Rules and Regulations and By-laws were discussed at length, further revisions made and are still in progress. Once we have reached an agreement on the revisions a mailing will go out to the owners to read and approve the changes. This should be accomplished within a week or two. We also discussed the need for a new Reserve Study. Since an off-site study was done in 2017 it was decided another off-site study is still appropriate so this was approved at a cost of \$650-\$800. Carol informed us that for recording of our revised Declarations and updating of signatures we will need an attorney at the cost of \$305/hr for this and for any other legal help we may need.

It was decided to hire Bailey's Landscaping this year to do spring weed and feed at the cost of \$850.

Meeting adjourned at 5:50 PM, next board meeting will be May 15, 2019, at 4:00 PM