

**Williamswood COA Board Meeting Minutes
April 21, 2021 via Zoom**

The meeting was called to order at 10:10a.m. by president James Williams. Board members present were Ron Bennett, Treasurer, Norm Wall, Vice President, Kitty Peterson, Secretary and Carol Burton from DCM. Also attending was Karen Williams.

Minutes from March 16, 2021 were approved.

Financial Report: As of March 31, 2021: Operating Account Balance, \$22,004.00; Petty Cash, \$300.00; MMA Balance \$150,498.47. Total Assets \$180,293.91.

Renewal for FHA- insured financing approved for a 3-year renewal effective June 1, 2021 (This insures that at least 50% of the homes are owner-occupied and that the community transfers at least 10% of its budgeted income into its reserve account. It also allows FHA loans).

Old Business:

1. Crawl spaces: Still investigating options. Newest options are from Boulton Insulation, they offer touchup and full insulation. Touchup will add to existing underfloor insulation and full replaces existing insulation. Costs run from low of \$80k to a high max of \$150k. Boulton's estimate is based on sq.ft. Cost could be \$2,500 for insulation, vapor barrier, and installation. Not every house needs a total fixing as some work has been done. Scheduling will depend on results of inspections. Discussion followed on how to address the financial plan.
2. Nuisance trees: Conversations with neighbors of trees in front of homes 13,16, and 14B it was decided to remove the trees and replanting with new trees. Williams Tree Service has given an estimate of \$2,424 for the removal and replanting of the three trees. Discussion followed regarding adding a line item to the budget for maintenance. It was moved and seconded to approve the work on the trees.

New Business:

1. A request from 16B asking if it would be possible for them to widen their driveway to park their RV trailer there. Upon request, they submitted a drawing of the plan. Although the Rules allow for driveway modifications, the board voted and a motion to allow the request was denied on a vote of 3 no's and 1 yes, included in the motion was to not allow any RV parking in the complex.
2. Karen Williams, of the Landscape Committee, submitted a list of actions regarding improve the common areas. It was suggested that maintenance for the grounds would be better served by an agency with that type of expertise, such as Willow Tree Nursery. Vista Construction will continue to maintain the lawns, building repairs and other community tasks.
3. The request of sump pump information had 6 responses. Two residents confirmed they have a pump, two owners didn't know if they had a pump and two residents confirmed their pumps are not working. The crawl inspection will evaluate the sump pumps. Norm requested to the board that Vista look at a water problem inside his place.

Meeting adjourned to 11:35.

Next meeting May 19th at 2:00 p.m via Zoom

Respectfully submitted by
Kitty Peterson