

WOODVALE CONDOMINIUM TRUST
BOARD MEETING MINUTES AUGUST 18, 2022

A quorum be established at 6:41 pm, the Board meeting was called to order. Present were Board Members Evelyne Marchal, Chris Hanna, Russ Bigwood, Joan MacFarlane and Nabil Rahmani. Absent were Board Members Sam Doucette and Winnie Zeng.

Administrative

On motion made and seconded, by unanimous vote, it is RESOLVED that the Board Meeting Minutes of May 18, 2022, be, and they hereby are, approved.

On motion made and seconded, by unanimous vote, it is RESOLVED that the email vote for approval of the new mailboxes is hereby confirmed.

Linear will prepare a policy resolution regarding parking and engage a towing company. Once the tow company is engaged, signage will be ordered.

Eric Kingsley will be an additional manager assigned to the property to deal with the day-to-day issues and will act as the owner liaison. Anita Chmilarski will continue as Senior Manager working with the Board of Trustees.

The Board will consider presenting an Amendment to owners making decks owner responsibility.

Financial

The month end July 2022 financial report was reviewed. There is \$7,648 in operating funds and \$174,494 in reserve funds. Expenses total \$303,109 with budgeted expenses of \$301,361 a difference of \$1,658. Contributions to reserves total \$48,598 with reserve expenses to date of \$20,213.

The certificates of deposit will be liquidated as they mature.

On motion made and seconded, by unanimous vote, it is RESOLVED that the 2022-2023 Budget with a 5% increase is adopted as presented.

There will be a future discussion regarding charging a supplemental fee equal to one month's condo fee to boost reserves. The reserve accounts and future projects will be reviewed with the owners at the annual meeting after which time the Board will make their decision as to charging the additional fee.

Maintenance

Carpet: One pod at building 405 will have new carpeting installed this year to match existing.

Foundation Unit 397-5: There is a lateral crack along the front foundation causing water in the basement. Landscape Visions will be asked to update their quote to install an impermeable membrane and to not reinstall the bushes.

Gutter Cleaning: Green Guys quote in the amount of \$5,974 to do the gutter cleaning this Fall was approved.

Mail House: All Types quote to repair the mail house roof at \$3,750 was approved. When the mailboxes are installed, owners will be given one key and informed that if they need an extra key to request it from Linear.

Pool Security: Linear presented a proposal to upgrade the current pool entrance system to one managed on line. The Board determined it was not necessary to change the current system. Board Member Evelyne Marchal will be trained on how to use the current system.

Power Washing: Green Guys quote to power wash the buildings in the amount of \$6,498 is approved to be done in Spring 2023.

Snow Contract: Landscape Visions is holding the same price for snow removal for the next two years. On motion made and seconded, by unanimous vote, it is RESOLVED that the snow removal contract be renewed with Landscape Visions. Linear will send the contract to Board Member Chris Hanna via DOCUSIGN for signature.

Stairs: Proposed stair work totaled \$70,705. The Board asked Linear to assess the stairs on the list to determine which are the worst and need to be addressed this year with a budget of \$25,000.

Trees: There is a dead tree near the dumpster that needs to be removed. Linear will follow up.

New Business

Linear will update the community newsletter and circulate it for review.

There being no further business, meeting adjourned at 7:47 pm.