

**Windstone Community Association II**  
**Board of Director Meeting**  
**December 1, 2015**  
**Sugar Grove Fire Station**

Call to Order:

- The meeting was called to order @ 6:50 p.m. by President Steve Risch.

Present:

- Steve Risch, President, Susan McKenna Secretary, Tim Busa Director, Gary Skaletsky, Director, Tim Dyer, Peggy Barry Baum Property Management.

Minutes:

- On motion by Steve Risch, second by Tim Busa the September 1, 2015 minutes were unanimously approved.

Treasurer's Report:

- Explanation of Reserve transfer error and correction discussed.
- Motion by Treasurer, second by Steve Risch to accept the Treasurer's Report as presented. Carried unanimously.

Management Report:

- Draft audit from Michael J. Cochrane & Associates presented. Completed audit to be forwarded to Tim Dyer for posting to website.
- Michael J. Cochrane & Associates agreement for the 2015 tax preparation and audit not to exceed \$2,200.00, a \$50.00 increase previous year, presented. Manager to acquire competitive bid for discussion/approval at March 2016 meeting.
- Manager reported on renewal of D&O insurance which expires April 17, 2016. Question of whether or not to pursue competitive quotes will be on March 2016 agenda.
- DMRC activities since last meeting reported.
- September and October property inspection reports presented. Summary of violation letters since last meeting reported.
- Village of Sugar Grove has notified association of need to replace irrigation system water meter and/or transmitter. Manager to schedule.
- 2015 closing reported.

Holiday Lighting:

- Susan McKenna reported on installation of holiday lights at entrance and necessary minor electrical repairs.

2016 Contracts:

- On motion by Gary Saletsky, second by Steve Risch the landscaping contract was awarded to Fisher Burton. Contracts to be executed in spring, after walk through with contractor to confirm all details of the contract.
- Note made of need for straight line down Bliss Road and Carlisle Court.
- On motion by Susan McKenna, second by Steve Risch Call the Underground/Oasis award irrigation contract.
- Lake algae treatment contract tabled until March 2016 meeting when questions of start date, frequency and what is being treated are confirmed with bidding contractors.

Budget:

- On motion by Steve Risch, second by Susan McKenna motion to approve 2016 budget approved as revised. Carried unanimously. Assessments unchanged. Copy to be forwarded to Tim Dyers for posting to website. Copy will be mailed to owner with annual assessment statement in January.

Board Meetings:

- 2016 Board meeting schedule will be the first Tuesday of March, June, September and December. Manager to reserve meeting space at Sugar Grove Fire Station.

Board Vacancy:

- On motion by Steve Risch, second by Gary Seletsky Tim Dyer appointed to fill Board vacancy left by resignation of Vivian Poretto.

Executive Session:

- Motion to adjourn to Executive Session at 8:32 p.m.
- Motion to return to regular Board meeting at 8:39 p.m.

Adjournment:

On motion by Steve Risch, second by Tim Busa meeting was adjourned at 8:41 p.m.

Respectfully submitted,

Susan McKenna