

WINDSTONE COMMUNITY ASSOCIATION II
BOARD OF DIRECTORS MEETING
DECEMBER 10, 2019
Sugar Grove Fire Station

CALL TO ORDER: The meeting was called to order at 6:45 p.m. by President, Vivian Porretto.

BOARD PRESENT: Tim Dyer, Susan McKenna, Eileen Rives, Vivian Porretto.

OWNERS PRESENT: Vishal Malhotra, Marty Fergus.

OTHERS PRESENT: Tom Carlstead, RealManage Property Management.

Due to the fact that the two owners/members attending the Board Meeting were only there for violation hearings, the Board decided to start the meeting with the Executive Session. It should be noted that once again the Management Company did not have any of the documentation prepared for the Violation Hearings which put the Board at a great disadvantage, again.

On motion by Vivian Porretto seconded by Eileen Rives, the Board unanimously started with the Executive Session.

On motion by Eileen Rives seconded by Susan McKenna (approximately 8:34 p.m.), the Board unanimously adjourned the Executive Session and had a brief discussion with the Management Company about the lack of follow through the Manager has been demonstrating for months now.

On motion by Eileen Rives seconded by Susan McKenna (approximately 8:39 p.m.), the Board unanimously re-convened and proceeded with the Board Meeting.

MINUTES:

On motion by Eileen Rives second by Susan McKenna, the September 10, 2019 Board Minutes were unanimously approved, with one change to be made prior to posting.

TREASURER'S REPORT as of November 30, 2019:

The November budget balanced as expected. Jeff has continued to have questions/issues as to where (which categories) certain charges were placed in the budget, as well as continued questions about moving the budget(s) from the Baum system (Tops) over to the CiraNet system and is working with the Management Company to clarify/correct the continuing issues. Jeff will continue to work with Tom on the CiraNet transition so that there are no missteps on categorization, etc. The interest rate issues are also in the process of being corrected (Tom and Jeff are also overseeing this matter).

We continue to have Administrative services charges from RealManage that are in question, however, Tom didn't have a chance to reconcile anything, again. Once again we pointed out

that it appears that we may be double charged for some of the Administrative costs. Tom again stated that he will investigate this. The Board pointed out that this has to happen now – no more excuses.

As of the end of November we had \$107,054 in our Operational Budget and \$281,084 in the Reserve fund. There were no other questions about the budget.

UNFINISHED BUSINESS:

- Dispute Resolution Approval

On motion by Eileen Rives second by Vivian Porretto, Ombudsman Act documentation was unanimously approved by the Board, signed, and handed off to Tom for follow through. Tom stated he would get it all taken care of.

- Projects status:
 1. Pizzo: Willow Removal and Naturalization
Pizzo is performing as promised.
 2. Santa's Helpers
We are having some electrical issues at the entrance. These are being fixed.

NEW BUSINESS

- 2020 Meeting Dates:
03/03/2020, 06/02/2020, 09/14/2020 (Annual/Budget), 12/01/2020
- 2020 Contracts
 1. Tree Maintenance: Kramer Tree Specialists
 2. American Tree & Turf
 3. Environmental Aquatic Management
 4. Oasis Irrigation

On motion by Eileen Rives second by Vivian Porretto, all of the above contracts were unanimously approved by the Board, signed, and handed off to Tom for processing.

5. DC Trash (**contract renewal will occur in October, 2020**)

- 2020 Budget Approval

On motion by Vivian Porretto second by Eileen Rives, the Board unanimously approved the 2020 Budget. The Board thanked Jeff Jordan for all of his hard work!

- 2020 Capital Projects (Reserve Study)
 1. Front Entrance Monument

2. Lake and Spillway Sediment
3. Lake Aerators/Bubbler System

The Board briefly discussed the above Capital Projects and decided to table the discussion until Spring.

On motion by Eileen Rives, seconded by Vivian Porretto, the Board unanimously adjourned the Board meeting.

Respectfully submitted,
Eileen Rives
Board Secretary