

Windstone Community Association II
Board of Directors Meeting
December 6, 2016
Sugar Grove Fire Station

Call to Order:

- The meeting was called to order @ 6:48 p.m. by Secretary Susan McKenna.

Board Present: Steve Risch, Susan McKenna , Tim Busa, Tim Dyer , Sandra King, Sue Clementz, Gary Skaletsky

Owners Present: Joseph & Sharon Nemedi, Sue Dyer, Ryan Hochsprung

Others Present: Peggy Barry, Baum Property Management.

Minutes:

- On motion by Susan McKenna, second by Tim Dyer, the September 6, 2016 minutes were unanimously approved.

Treasurer's Report:

- On motion by Tim Busa, second by Gary Skaletsky the financial reports for month ending October 31, 2016 were unanimously accepted as presented.

Agenda Change

- On motion by Steve Risch, second by Susan McKenna , motion carried to move to Executive Session to accommodate owners present for hearings.

Adjourn to Executive Session at 7:12 p.m.

Reconvene to Regular Board meeting at 8:01 p.m.

Management Report presented by Peggy Barry.

Storm Drains

- Association responsible for maintenance and repairs; Reserve expense.
- Tony Special at Village to confirm whether or not a permit is required for repairs.
- Steve Risch to contact underground utilities contractors for recommendations and/or quote.

Spillway Maintenance

- Two (2) proposals for erosion deterrent installation on the spillway hillsides presented to Board in September 2016.
- Susan McKenna to contact Pizzo for quote on additional landscaping and weed maintenance.

Dam Safety & Maintenance

- Steve Risch to contact underground utilities contractors for recommendations and/or quote.
- Susan McKenna to ask Pizzo for recommendations and/or quote.
- Steve Risch agreed to make contact with engineer David Burrows at EEI for input on a potential solution.

Sidewalk Replacement

- Steve Risch to contact engineer David Burrows at EEI to see if he knows status of Village schedule.

Tree Maintenance

- Board to develop plan for plantings/replacements in spring 2017.
- Board to assess replacement needs, treatment of ash trees and/or any other distressed trees and reported need in cul-de-sac at Pembridge Place.

Landscaping Around Pond

- In spring 2017, letter to owners who back up to pond to NOT mow into buffer zone or they will be fined
- Susan McKenna to secure updated proposal from Pizzo for erosion control.

Holiday Decorations/Lighting

- Wreaths ordered from local Boy Scout Troop.
- Tim Busa reported on finding and presented quotes to light trees at Bliss Road entrance (2 left, 2 right, 3 down island & garland on signs).
- On motion by Steve Risch, second by Susan McKenna, unanimous approval for three (3) year contract with Santa's Helpers for \$2,000 in 2016 and \$1,150 in subsequent years to include lighting purchase, installation, removal and storage.
- Proof of insurance to be obtained by Tim Busa.
- Susan McKenna to contact handyman for replacement/repair of island flood lights.

Website

- Adobe Acrobat software approved for use by webmaster, Tim Dyers.

Insurance

- Esser Hayes has provided a copy of the Workman's Compensation policy
- \$500 duplicate payment of premiums has been reimbursed and deposited to the operating account.

Proposed Declaration Changes

- Peggy Barry directed to ask legal counsel for estimate on bringing Declaration current with legislation, utilizing previously prepared amended Declaration.

Inspection Process

- Tim Dyer and Sandra King presented proposal on refining inspection/violation notice process.
- Notes that if a violation recurs within 18 months it will be considered the same violation.
- Committee working on creating a revised tracking system and fines schedule.

Interest Rate

- On motion by Steve Risch, second by Susan McKenna, Board unanimously approved change in interest rate to 18% per annum (1.5% per month)
- Peggy Barry to update Collection Policy to reflect this change.
- Peggy Barry directed to adjust interest charge on eleven (11) accounts who received letter in October 2016.

Fence Policy

- Change in fence policy would require an amendment to the Declaration.

Audit/Tax Agreement

- On motion by Steve Risch, second by Susan McKenna, Board unanimously approved contracting Michael J. Cochrane & Associates for 2016 audit and tax preparation.

Irrigation Contract

- Approved with Oasis/Call the Underground at the September 2016 meeting.

2017 Budget

- On motion by Susan McKenna, second by Steve Risch, 2017 operating and reserve budget unanimously approved as amended.
- Note made to look at whether tennis courts need to be repaved, which would be a Reserve expense.
- Consideration to be given to full fencing and electronic locket tennis court. Susan McKenna will look into options and obtain quotes if deemed necessary.

2017 Meeting Dates

- March 7, June 6, September 5 and December 5.
- Peggy Barry to make arrangement for meeting room use at Fire Station.

Board Officers

- On motion by Susan McKenna, second by Tim Busa, the following officer position were unanimously confirmed for 2017.
 - Steve Risch, President
 - Susan McKenna, Secretary
 - Tim Busa, Treasurer
 - Gary Skaletsky, Vice president

Adjournment at 9:36 p.m.

Respectfully submitted,
Susan McKenna, Secretary
Peggy Barry, Baum Property Management