

Woods Walk Condo Association  
Board Meeting  
**Monday, October 11, 2010 – 7:00 P.M.**

The meeting was called to order at 7 p.m. Present: Rich Gold, John McTamney, Mary Stepanian, Lisa Perrin, and Dan Williams. Dan only remained present for the first section to turn over the role of secretary.

**Secretary Report:** Dan Williams emailed a copy of September's meeting minutes to the board and officially resigned as Secretary due to selling his unit and relocating to Michigan. Lisa Perrin agreed to be interim Secretary till the end of this year. Dan transferred a flash drive and files containing a record of the minutes from past meetings.

**Treasurer Report:** John presented the Treasurer's report. He reported that all units are up to date with dues through the month of October. Current checking balance is \$15,264.19 and the Bank of America savings account was closed due to the poor interest rate and the high maintenance balance required to avoid fees. As per the board's approval, two \$5000 CDs were purchased (total = \$10,000) through Everbank at a rate of 1.5% interest. Recent expenses paid out have been \$1967 to Brickman for grounds maintenance. John is working on updates to the 2011 proposed budget and the monthly cash flow for the upcoming annual home owners meeting. John motioned that the budget allow for a \$200 gift certificate to recognize Dan Williams contributions as Secretary for the past years of service. Mary was tasked with identifying a restaurant in the Kalamazoo, Michigan area. Motion passed.

**Landscaping:** Grass seeding by Brickman was completed. New growth is visible and home owners were alerted to water the new seedlings. Rich suggested that we increase the landscaping budget next year to add for grub treatments, additional fertilization, and grass repair. John adjusted the 2011 budget accordingly. Rich suggested the board look into offering "a la carte" landscaping services for flower or bush plantings for owners who would like to beautify their entrance ways but are not capable of a do-it-yourself approach. Rich will ask Pat to look into pricing options.

**Maintenance:** The mail box at 1077 Pleasant Valley was replaced due to vandals. The cost was \$20.49. Lisa Perrin notified the board of a satellite installation at 7B-119 Murphys Drive. The board requested that the dish be placed in a discreet location. There was only one option for placement which was located on the roof. Lisa reported on contractors for snow removal. Lisa contacted 12 companies of which only 3 were interested in providing a quote. Lisa recommended Pete's Plowing & Landscaping which was moderately priced of the three at a cost of \$15,500 for snow removal from Nov. 1, 2010 to April 1, 2011. One benefit of utilizing Pete's Plowing is that the complex will be pre-treated prior to storms and surfaces cleared by 6:00 am. References were checked and the motion to contract Pete's Plowing and Landscaping passed.

**Legal:** Rich sent out a first draft from the lawyers regarding revising and updating the condominium documents. Rich brought some issues to the board's attention. It was motioned that Woods Walk Commons has a minimum of 4 executive board members and that the majority of board members must be unit owners. The motion passed. Also, it was motioned that the landscaping rules be revised as to not penalize unit owners for attempting to beautify their entrance ways with additional plantings. The motion passed. Some board members did not have a chance to fully review the new condominium documents and Rich requested that members finish the review and email further comments by October 13<sup>th</sup>.

**Social:** Units for sale: 55 Murphys Drive (KentCo - Unit 15B), 1077 Pleasant Valley (John & Madelyn Brown - Unit 17A), 73 Murphys Drive (Pat Gunning – Unit 14A), 103 Murphys Drive (Lynn Leech - Unit 9B), 125 Murphys Drive (Dan & Barb Williams - Unit 6B: offer accepted).

**Annual Home Owners Meeting:** It was motioned that the annual home owners meeting be scheduled for Nov. 10<sup>th</sup> or Nov. 11<sup>th</sup>. The motion passed. Mary was tasked with finding a location to fit one of the dates. As per the bylaws, it was noted that an agenda and budget must be distributed to all unit owners at least 10 days prior to the meeting.

**Adjournment:** No further business was discussed and the meeting was adjourned at 8:20 p.m. Next regularly scheduled meeting is November 8, 2010.

Respectfully,

Lisa Perrin  
Secretary