

Willoway Condominium Association Board of Director's Meeting  
**September 8, 2021- General Minutes**  
APPROVED November 10, 2021

**Meeting called to order** at 2:56 pm by Diane Peck, President.

**Present:** Diane Peck (President, Assistant Secretary), Carol Durkin (Vice-President), Jean Brittain (Secretary), Mike Arlow (Treasurer-present by Zoom), Jim Dafoe (AMI Community Manager).

**Excused:** Dr. Kurm Manyam

**Approval of General Minutes**

- Motion by Mike Arlow to approve the General Minutes from the August 11, 2021 Board of Directors meeting with no changes. Second by Carol Durkin. Unanimous approval.

**Treasurer's Report - See attached Treasurer's Report for details**

- Treasurer's Reports dated September 8, 2021 was discussed and filed for the records.
- Checking Account Balance as of September 7, 2021, as reported in the Treasurer's Report submitted by Mike Arlow, Treasurer, was \$44,935.09.
- Reserve Account Balance as of September 9, 2021, as reported in the Treasurer's Report submitted by Mike Arlow, Treasurer, was \$171,799.48.

**Approval of August 2021 Operating Statement**

- Jim Dafoe reviewed the financial documents. Question remains about the cost of the pool emergency phone even though Mike Arlow spoke with them and received confirmation of new cost. Mike Arlow will contact them again. There were several refunds issued to Co-owners for overpayment on account. This month also saw several water issues due to torrential rains. There were also several charges for removal of downed branches due to storm damage.
- Motion by Mike Arlow to approve the August 2021 Operating Statements. Second by Jean Brittain. Unanimous approval.

**Leonard from LPS Plumbing was present to discuss battery back-ups for the sump pumps.**

**Old Business**

1. **Door replacement** – All doors have been ordered. We are waiting for them to arrive. Meanwhile, Brad has all of the hardware and is keying it for the new doors.
2. **2021 Landscaping/Planting** –
  - Goldner Walsh will begin work on the Sunningdale side landscaping ASAP.
  - Tim Travis from Goldner Walsh was contacted regarding black spots on the leaves of the Autumn Blaze Maple at the back of E building. He assured us the first year is tough on trees and this weather has been very wet. He said the issue is nothing to worry about.
  - Several landscaping issues, including removal of dead arbor vitae, crabapple trees that are dropping branches, weed wacking of tree trunk by Great Lakes Landscaping and other issues, were discussed.

**New Business**

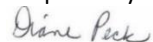
1. **Hallway Carpeting** – One estimate has been received. We will get 2 more estimates and budget in 2022 to begin carpet replacement in the common hallway and stairs.
2. **Hallway Painting** – Estimates from Perkins Paint and U&S Painting were compared. Jim will get updated bids from them and a more specific bid from U&S that includes wallpaper/molding removal. At least part of this project will be budgeted for in the 2022 budget.
3. **Concraft/Insurance claim (G and I buildings)** – We received a \$20,000 bill from Concraft for water issues in G and I basements. Jim will discuss with Concraft and our insurance agent about an insurance claim.

**The Board entered Executive Session.**

Next Board Meeting will be held on **Wednesday, October 20, 2021** immediately following the Annual Meeting at Unit E-1.

Motion to adjourn by Mike Arlow. Second by Jean Brittain. Meeting adjourned at 5:05 pm.

Respectfully Submitted,



Diane Peck, Assistant Secretary