

Willoway Condominium Association Board of Director's Meeting  
**April 13, 2022 - General Minutes**  
APPROVED May 11, 2022

**Meeting called to order** at 3:06 pm by Diane Peck, President.

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

**Excused:** Dr. Kurm Manyam

**Approval of General Minutes**

- Motion by Jean Brittain to approve the General Minutes from the March 9, 2022 Board of Directors meeting with no changes. Second Mike Arlow. Unanimous approval.

**Treasurer's Report**

- Treasurer's Report dated April 7, 2022 was discussed and submitted for the record.
- Checking Account Balance as of April 7, 2022, as reported in the Treasurer's Report submitted by Mike Arlow, Treasurer, was \$36,013.29.
- Reserve Account Balance as of April 7, 2022, as reported in the Treasurer's Report submitted by Mike Arlow, Treasurer, was \$171,589.95

**Approval of March 2022 Operating Statement**

- Jim Dafoe reviewed the financial documents for March 2022. No questions from the Board.
- Motion by Diane Peck to approve the March 2022 Operating Statement. Second by Mike Arlow. Unanimous approval.

**Old Business**

1. **Door replacement** – Back doors are ready to be installed when the carpet installation is complete. Awaiting bids to paint exterior doors in semi-gloss and outside trim in epoxy.
2. **Hallway Painting** – Completed with the exception of touch ups required after the carpet installation is complete and correction of painting on 2<sup>nd</sup> floor handrails for better adhesion. WET PAINT signs MUST be placed in the buildings when painting occurs. Discussion of using caution tape so people do not touch or rub up against the black handrails when they are wet.
3. **Hallway Carpeting** – Installation has been slowed by some crew issues. We now have a new crew coming on their off/cancellation days. This slows down the completion date but assures proper installation. Diane will continue to coordinate with Exclusive Floor Coverings for installation dates.
4. **Pool Re-marcting** - Pristine will begin the week of April 18<sup>th</sup>.
5. **Pool Fob System** – All arrangements have been made for Wi-Fi for the fob system and the pool phone. The router is here and Brad should be working on the system beginning this week. One fob per Unit will be distributed with a signature of receipt required. One additional fob may be purchased for a set fee to cover cost of fob and turning on/off old and new fob. This will be done thru AMI. Co-owners will be notified of the procedure soon.

**New Business**

1. **Arbor Tree 2022 Treatment Proposal** – New bid received from Arbor Tree for treatment of trees on the property. Motion by Diane Peck to accept the bid from Arbor Tree for a 3 year period. Second by Jean Brittain. Unanimous approval.

**The Board moved into Executive Session**

Next Board Meeting will be held on **Wednesday, May 11, 2022 at 3:00 pm at Unit E-1.**

Motion to adjourn by Diane Peck. Second by Carol Durkin. Meeting adjourned at 3:50 pm.

Respectfully Submitted,

*Diane Peck*

Diane Peck, President/Secretary