

Willoway Condominium Association Board of Director's Meeting
May 11, 2022 - General Minutes
APPROVED June 8, 2022

Meeting called to order at 3:00 pm by Diane Peck, President.

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

Approval of General Minutes

- Motion by Diane Peck to approve the General Minutes from the April 13, 2022 Board of Directors meeting with no changes. Second Mike Arlow. Unanimous approval.

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

- Treasurer's Report dated May 5, 2022 was discussed and submitted for the record.
- Discussion regarding the new Wi-Fi service for the pool entry fob system and new rate for emergency phone.
- Checking Account Balance as of May 4, 2022, as reported in the Treasurer's Report submitted by Mike Arlow, Treasurer, was \$39,810.70.
- Reserve Account Balance as of May 4, 2022, as reported in the Treasurer's Report submitted by Mike Arlow, Treasurer, was \$177,528.82.

Approval of April 2022 Operating Statement

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

Old Business

- 1. Door replacement** – Back doors are ready to be installed when the carpet installation is complete. New keys need to be delivered to Residents prior to installation of new hardware.
- 2. Hallway Carpeting** – The new crew from Exclusive Floor Coverings will be here 4 days next week. They will finish the buildings that were halted due to stair issues and then proceed to G building, H and I buildings. Brad has repaired the stairs in D 1-4 and F 5-8. The drywall in the ceiling of the basement stairs will need to be primed and painted when U&S returns for final touch-ups. This will be an additional charge for this as well as for the stair edging from the removal of the old carpet's waterfall edging on the stairs. Exclusive continues to plug our work in wherever the new crew has an opening. If they discover any more stairs that are loose, they will report it to us immediately.
- 3. Pool Re-marcing** - Completed re-marcing and changing the sand in the filter. Chemicals are being balanced and pool is scheduled to open May 27, 2022. It looks great!
- 4. Pool Fob System** – System has been installed. Fobs need to be input into computer, matched to Unit # and activated. A letter will be emailed, USPS mailed and placed under doors for all Co-owners and Residents regarding distribution and use of the fobs. Fobs will be available for pick-up at the Gazebo during 2 designated times (Thursday, May 19 from 10 am-Noon and Saturday, May 21 from 2:00-4:00 pm). Co-owners will be required to sign for their fob and Tenants wishing to pick up the fob must have written authorization from the Co-owner. Everyone must present a photo ID for fob pick-up.

New Business

- 1. 2022 Landscaping** – Discussion of areas that need to be addressed this year. Supply costs are still high so what gets done this summer will depend on bids and budget. We will be in touch with Tim Travis from Goldner Walsh about condition of last year's plantings, plans/bid for this year's budgeted projects and other potential projects.
- 2. Cement Walk Through** – We are planning a walk through with Ben Rodriguez of RC Construction.

The Board moved into Executive Session

Next Board Meeting will be held on **Wednesday, June 8, 2022 at 3:00 pm at Unit E-1.**

Motion to adjourn by Jean Brittain. Second by Mike Arlow. Meeting adjourned at 3:36 pm.

Respectfully Submitted,

Diane Peck

Diane Peck, President/Secretary