

LINDEN WOODS CONDOMINIUM ASSOCIATION

MINUTES OF THE BOARD OF DIRECTORS MEETING

October 14, 2024

The Board of Directors Board Meeting of the Linden Woods Condominium Association was held on Monday, October 14, 2024 at 7:04 pm at the Acorn Woods Clubhouse.

Attendance – Present: G. Pore
B. Maule
P. Bennett
M. Stevens – EPI

Guests: Intelligent Infrastructure was scheduled to attend the Board meeting to discuss the intercom systems but the representative was not available.

Minutes: The minutes from the June meeting will be approved at the next meeting. B. Maule requested that he receive the minutes 1-1/2 weeks prior to the meeting to allow him to prepare for the meeting.

Motion – Motion by B. Maule to approve the minutes of the August 12, 2024 meeting. Seconded by G. Pore. Motion unanimously approved.

Treasurers Report – G. Pore reviewed the financial statements as of September 30, 2024.

5/3 Laundry Account	\$104,036.58	Total Accounts Payable	\$ 485.52
Total 5/3 Checking	\$ 21,059.12	Total Current Liabilities	\$ 62,910.15
Total Checking/Savings	\$125,095.07	Total Current Liabilities	\$ 63,395.67
Total Acct Receivable	\$ 59,943.07	Total Reserves	\$126,398.74
Total Current Assets	\$185,038.77	Total Open Balance Equity	(\$ 1,950.00)
Total Other Assets	(\$ 33,000.00)	Prior Yr Net Inc Loss	\$ 43,166.61
Total Assets	\$152,038.77	Total Liabilities & Equity	\$152,038.77

Motion – Motion by B. Maule to approve the Treasurer's report for September 30, 2024 as presented. Seconded by G. Pore. Motion unanimously approved.

Management Report – presented by M. Stevens

- **Proposed Budget 2025** –
- **Intercom & Internet** – Discussion was held regarding the intercom and internet connection and costs added to the 2025 budget for one building to be done next year.
- **Election of Officers** – Election of Officers was tabled until the next meeting since not all Directors were present.
- **Street/Sewer Repair** – Completed by Aqua City.
- **Parking Lot Building Lights** – M. Stevens reported that the lights have not been changed out yet. The Board directed Management to purchase the lights from Amazon and have them installed.

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- **Asphalt** – M. Stevens received a quote to mill and replace 1850 circle and catch basin for \$21,100 and mill the 1855 circle for \$19,500. Management will get concrete numbers to do one circle next year.
- **Furnaces** – M. Stevens received quotes for replacing the furnace at 1875 for \$3,300 and for replacing the furnace and thermostat at 1850 for \$3,400. The Board directed Management to get a quote for reinforcing the door to the furnace room.

Motion – Motion by B. Maule to approve furnace replacement at 1850 and 1875 for \$6,700 contingent on updates about getting the locks retrofitting those doors to get locks at least one that been broken into and decide after the update. Seconded by G. Pore. Motion unanimously approved.

- **Airbnb** – The Board agreed to have the attorney send a letter to the unit owner to acknowledge this individual is not conducting and using units for Airbnb.
- **Snow Removal** – M. Stevens reported that he received three quotes for snow removal.

Motion – Motion by B. Maule to approve the snow removal contract with New Dimensions for \$10,600 for 2024-2025. Seconded by G. Pore. Motion unanimously approved.

- **Basements** – Discussion was held regarding the basements being dangerous and in need of cleaning. Medranos proposed cleaning them for \$2,400 per basement. Cleaning one basement next year will be included in the budget and additional bids obtained.
- **Landscaping 2025/2026** – M. Stevens received a proposal for landscaping for 2025 and 2026 at a cost of \$11,000 per year. Tree trimming would be an extra cost but could be added into the contract. Discussion was tabled until next meeting.
- **Retainer Agreement with Keough & Moody** – The current retainer agreement expires on 12/31/24. The agreement is \$600/month or \$7,200/year.

Motion – Motion by B. Maule to renew the retainer agreement with Keough & Moody for 2025 at \$600 per year or \$7,200 per year. Seconded by G. Pore. Motion unanimously approved.

Old Business – There was no additional Old Business to come before the Board.

New Business –

- **Board Appointment** – The Board directed Management to send an email blast to owners informing them that a unit owner will be appointed at the next meeting to fill the vacancy on the Board.
- **Garbage Dumpsters** – The Board directed Management to check the Groot contract and get quotes from other companies.
- **Audit** – Discussion was held regarding having an audit done for this year. The Board directed Management to get a quote.

Inspection Report –

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Homeowner Forum

Homeowners discussed signs, contractor insurance, cleaning contract, options for blinds in the laundry room and parking.

Adjournment

Motion by B. Maule to adjourn the meeting at 8:56 pm. Seconded by G. Pore. Motion unanimously approved.

***Respectfully Submitted,
EPI Management Company, LLC***