

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

March 17, 2021

Virtually by Zoom

CALL TO ORDER:

The meeting was called to order at 7:00 p.m. by John Pesce, President

NOTATION OF ATTENDANCE:

John Pesce, President

Nic D'Ascoli, Vice-President

Andrew Saundry, Secretary

Pat Stoup, Treasurer

Mark Smith, At-Large

Others:

Kristin Czarick, CMCA, AMS, WLA GM

Shelia Jenkins-Diaz, Executive Assistant to the GM

Dean Spear, Covenants Assistant

Bill Hudak, First Service Residential

Ben Andres, Whiteford, Taylor & Preston

APPROVAL OF MINUTES:

Mark Smith offered a motion to approve the February 17, 2021 minutes by acclamation.

Andrew Saundry provided the second.

Motion carried unanimously. (D'Ascoli/Saundry/Stoup/Smith)

CONTRACTOR REPORT:

None offered.

FINANCIAL REPORT:

Bill Hudak provided the February 2021 financials. Financial reports were submitted electronically. Reserve balance is up; and the Board will be evaluating investment options in the near future. Snow costs, year to date, are over budget due to the number of ice storms. This may balance out by year-end, but is dependent upon winter weather in November and December. There was a brief overview of doubtful accounts; and the Board will be meeting with the auditor and legal to review doubtful accounts.

Bill Hudak briefly reviewed the First Service Residential proprietary software, Connect, which will be implemented for a secure site for residents to login and review financial reports. This is the recommend avenue for financials in light of cyber security. Connect will also provide residents the option to review their account balance.

GM REPORT:

- I. Miller-Dodson Reserve Study Update – The GM has met with the reserve study specialist, who has been out in the field. Reserve study in progress.
- II. Survey – Committees
 - a. The survey sought volunteers for the standing Architectural & Environmental Review Committee (AERC), and ad-hoc committees of community engagement and pools.
 - b. Out of approximately 600 registered participants on the Association webpage, the office has received approximately 10 responses.
 - c. The Board will advise and provide input on what they are looking for from

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- the committees.
 - d. The AERC has had the most interest.
 - e. Community Engagement – This could include outreach to new residents, outside development issues.
 - f. The pool committee has had only one confirmed volunteer. The pool committee could provide input on scheduling.
- III. Spring preview
- a. Mulch beds are currently being prepped, with mulching taking place in early April.
 - b. Organic turf application will take place late April/early May, weather permitting.
- IV. Inspections will be taking place for evaluation of common ground areas that require future turf restoration.
- V. Neighborhood annual inspections will begin in April.
- VI. Local Realtor Sponsored Community Shred Day
- a. Local realtors, Kate Snyder & Liz Korte, will be sponsoring.
 - b. Saturday, April 10th, 12:00 p.m. to 3:00 p.m.
 - c. The provided flyer will be posted to the Association website.
- VII. The supplemental Churchill Senior Living information and exhibits provided by a resident will be saved for the 2021 annual meeting, where a motion to add them to the 2020 record should be made.

OLD BUSINESS:

Churchill Senior Living

The Board provided a statement regarding the status of Churchill Senior Living. The Board and legal counsel disagree with the position taken by Churchill Senior Living in regard to assessments. The Board will pursue billing and collections, if necessary, for any unpaid assessments. The Board reflected to the community that this matter has been prioritized and will continue to work diligently to bring this matter to resolution.

NEW BUSINESS:

2019 Audit

ACTION:

Pat Stoup offered a motion to table the 2019 audit pending a review of doubtful accounts with the auditor.

Andrew Saundry provided the second.

Motion carried unanimously. (D'Ascoli/Saundry/Stoup/Smith)

Collections

Ben Andres of Whiteford, Taylor & Preston provided an overview of the collections process. This included the filing of a lien, and then pursuing a lawsuit. Costs are weighed in balance

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court fees versus the amount owed. Ben was recently assigned as Waters Landing's new collection attorney and is familiarizing himself with the Waters Landing accounts. The Board will review individual collections accounts with Whiteford, Taylor & Preston.

Bill Hudak offered that when reviewing doubtful accounts and collections, there is a difference when reviewing from an accounting standard versus a collection's standard.

Swim Team

Swim team is annually allocated a portion of the general association budget to go towards coaches. The swim team has requested that funds be contributed to swim team use, should they not have a full season.

ACTION:

Andrew Saundry provided a motion to allocate swim team funds to swim team use, for coaches or equipment, should they not have a regular season.

Pat Stoup provided the second.

Motion carried unanimously. (D'Ascoli/Saundry/Stoup/Smith)

OPEN FLOOR:

- I. Mark Sagarin asked about the date of the last reserve study. GM confirmed that the last reserve study was completed in 2010. Mr. Sagarin also asked about snow removal and Bill Hudak discussed that the Association is on an accrual basis. Bill Hudak and the GM to review budget items to allocate more effectively across the calendar year. Mr. Sagarin also suggested review financials on a one month delay so that time could be allowed to process and upload reports.
- II. Anita Weinstein requested that the Churchill Senior Living supplemental history and information be added to the 2020 annual meeting.
- III. Laura Magnuson asked about financials being posted. Pat Stoup and Bill Hudak to work on a different presentation. Financials will be uploaded to First Service Residential's secure site. Ms. Magnuson also asked about Churchill Senior Living.
- IV. Anita Weinstein expressed that she would appreciate updates on Churchill Senior Living and while understanding certain limitations involving litigation that the Board provide notice of what is going on. Board to confirm what updates can be provided.

Open floor closed at 8:24 p.m.

ADJOURNMENT:

ACTION:

Andrew Saundry offered a motion to adjourn the meeting at 8:24 p.m.

Mark Smith provided the second.

Motion carried unanimously. (D'Ascoli/Saundry/Stoup/Smith)