

**WHISPERING SANDS CONDOMINIUM ASSOCIATION  
MINUTES OF BOARD MEETING  
OCTOBER 24, 2019  
CLUBHOUSE**

Board members present: David Chandler-Smith, Marc Guimont, Dale Campbell and Ed Miller. By phone: Anne Marchant and Hank Sessa. Also Present: Ruth Bruns, Property Manager. Absent: Kathy Kienitz.

Members present: Cathy Larkin (8), Sheila & Jerry Hardy (36), Susan Thompson & JohnPollard (33). By phone: Cindy Benedict (31).

David Chandler-Smith opened the meeting at 5:05 PM. A quorum was certified.

Comments: Cindy Benedict asked about notification of meeting. Agendas are posted on the website; however e-mail delivery is requested. The Hardys and Susan Thompson requested information re: follow up to smoking violations. Response: Following written notification by two owners of the violations, the Board is following the procedures for notification of violations as defined in the Association documents. Notification of Fine Policy has also been forwarded to violators.

Following a motion by Dale Campbell and a second, the Minutes of the Board Meeting of September 26 were approved.

Treasurer's Report: The September financials were briefly reviewed and it was noted that all is in order.

Manager's Report. Reference to the Flood Zone issue – President Chandler-Smith will follow up with Dow and Coulombe regarding their recent survey and discussion of their suggestion that further evaluation by an engineer is needed. Agenda item for the next meeting.

**Maintenance Review:**

- 1) Are the sensors working adequately? Ruth Bruns will request the return of the electrician to evaluate and confirm that all contracted work was completed.
- 2) In answer to an owner's concern about the new gate at the dumpster, Anchor Fence will be contacted to determine if the installation is satisfactory.
- 3) Dryer Vent Cleaning: Ruth Bruns reported that the process went very well and revealed very few issues. All but 4 units were accessed and a return to these will be scheduled. It appears that the cost per unit will be less than anticipated.
- 4) Window Cluster Replacements: Tabled until the November meeting.
- 5) #13 – A/C request. This request to replace three existing units was tentatively approved at an earlier board meeting pending further inquiry about the size of the sleeves. The owner's response was satisfactory and the request approved.

- 6) Identification of units at the intercoms: Ruth reported that names and numbers will be installed shortly. Discussion followed re: elimination of names, unit numbers only.

Grounds:

- 1) Proposed RFP for Landscape Design: Ruth Bruns reported that there were 27 responses to the letter to owners.. 21 – opposed and 6 – in favor. Therefore, no action will be taken.
- 2) #36 Hardy request to remove canopy beams: Following discussion a motion was made by Ed Miller to approve the request with the understanding that this is a one-time approval and any future requests will be considered on a case by case basis. Following discussion, the request was approved by a vote of 5 – 1.
- 3) Ed Miller suggested that a Grounds Committee be formed to work with the Grounds contractor as well as to coordinate owner participation in grounds projects.

The next regular meeting of the Board will be on Thursday, December 5, 2019 in the Clubhouse.

The Board went into executive session at 6:20 PM.

The Board came out of executive session and adjourned at 6:30 PM.

Respectfully submitted,