

WHISPERING SANDS CONDOMINIUM ASSOCIATION
MINUTES OF BOARD MEETING
February 27, 2020
CLUBHOUSE

Board members present: David Chandler-Smith, Dale Campbell, Ed Miller, Anne Marchant. Present: Ruth Bruns, Property Manager. On the phone: Hank Sessa

Residents present: Cathy Larkin #8, Deb Connor #34 On the Phone: Susan Thompson #33

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

Member Comments: Deb Connor came to discuss smoking situation. A meeting was scheduled for the Board to meet with the Connors on Sat. March 14th at 9am.

Anne requested an adjustment to Line 5 of the Managers Report from the January minutes and move the topic to New Business. Dave will make the correction. A motion then by Ed to accept the January minutes and a second by Anne to accept. The Minutes of the Board Meeting from January 30th were approved.

Treasurer's Report: Ed-No notable issues. Ed/Ruth recommended moving \$20K from the Cash Reserve to a 12-month CD. This was discussed and approved by the Board.

Manager's Report.

- 1) Ruth/Ed working on the New Budget.
- 2) Ruth stated that the Flood Zone/Elevation Cert. situation is being reviewed by Dow and Coulombe, surveyors, who will file the appropriate form with FEMA..
- 3) 1 Delinquency 4 months out. Ruth will be sending out a new letter to the owner.

Maintenance Review:

- 1) The Dryer vent cleaning went smoothly in 2019 and the residents paid about \$20 less per unit compared to prior cleanings.
- 2) Unit#33 Critter issue. Maine Properties is waiting for the roofs to clear of snow and will then further investigate the issue.
- 3) Roofs-Request an evaluation from Shugars Roofing on our roof situation and on where to start on the property.

Grounds:

- 1) Grounds Committee: Anne/Kathy w/ 5 resident volunteers. A meeting is scheduled on March 21st at 10am in the clubhouse. Anne asked the board about a wish list. The suggestions were the islands and the pool/clubhouse areas. A suggestion was made to involve Jim Seavey for discussion on

strategy when appropriate. Dave asked for pre-approval for any reimbursable items. Anne recommended a Sunlight survey for 2020.

- 2) Ruth-Mulch being done this spring. (May area)
- 3) The Ant Man to be scheduled in the spring of 2020.

1) Protocol for Executive Sessions was discussed: Finalization/guidelines to be discussed at the next Board meeting.

2) Hank/Ruth will be drafting Delinquency Policy Guidelines and to be discussed at the March 26th meeting.

3) Anne will be drafting a response to Gary Larkin's most recent letter regarding the plowing by Acme and the snow at the entrance of the property. We must also inform Gary again not to contact our contractors directly or be shoveling on the property.

4) The board requested Dave to cc the Board on all correspondence.

5) Nominating Committee discussion moved to the March 26th Board meeting.

6) A suggestion by Sheila to move the Annual Meeting to the first weekend in June and move the meeting to the pool area with a cook out. One response was the meeting has been moved from Memorial Day in the past and they received a smaller turnout. A suggestion to vote on moving the annual meeting from Memorial Day be taken at the next annual meeting. Further discussion at the March 26th meeting

The next two meetings of the Board will be on Thursday, March 26, 2020 and Thursday April 16, 2020 at 5pm in the Clubhouse.

The Board Meeting ended at 6:50 PM.

Respectfully submitted,

Dale

3/1/2020