

**Whispering Sands Condominium Association
Board of Directors Meeting
April 18th, 2024**

CALL TO ORDER

The meeting was called to order at 5:01 PM

ATTENDEES

BOD: C. Benedict; W. Gingras; H. Sessa; D. Watts

Property Management: D. Middleton; T. Cannon

Owners: K. Huber; D. Labbe; C. Larkin; S. DiPietro

OWNER FORUM (please limit time to 2 minutes each and please note this is the only time during the meeting for owners to speak)
D. Labbe asked about the timeframe of pool opening. Middleton mentioned start begins about 3rd week of May, but official opening is Father's Day weekend in June.

CHANGES/ADDITIONS/ADOPTION OF BOARD MEETING AGENDA

No

OWNER SUGGESTION BOX

None

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Meeting Minutes March 6th, 2024

- Motion to Approve: H. Sessa
- 2nd: D. Watts
- Vote: unanimous

Meeting Minutes April 12th, 2024

- Motion to Approve: H. Sessa
- 2nd: W. Gingras
- Vote: unanimous

TREASURER'S REPORT

- Current
 - D. Middleton summarized material that he had previously emailed
 - Covered both current budget and proposed budget
 - Overall, mentioned that WS was in good shape for 2023/2024
 - Mentioned that assessment was not included in the original 2023/2024 proposed budget
 - Also mentioned that expenses were up due to the assessment work
 - Big upcoming expense is related to the refurbishment of the fire suppression system. Required to be kept up to date by insurance company.
 - PMSOM is working to get final numbers; think they may be able to save money from original proposal
- Proposed Budget

- Noted that master insurance was increased by about 29% (less insurance companies – each taking on more risk)
- HOAs are assumed to increase by 4%
- Motion to approve proposed budget: H. Sessa
 - 2nd: W. Gingras
 - Middleton mentioned that would need 60% of unit owners not to ratify the proposed budget. If not ratified, would be required to use 2022/2023 budget.

PRESIDENT'S REPORT

- Thank You to everyone who continues to assist with the needs of the property, it has a significant impact. C. Benedict specifically called out D. Labbe for his observation of issues regarding another unit owner installing a new hot water heater and causing issues with the existing sprinkler system.
- She also mentioned to owners that if you see something let her and/or PMSOM know about it.
- She mentioned recent issues with items (recliner and pallet) being placed near dumpster when they should have been taken care of by owner directly. Since that didn't happen, the budget will take a hit impacting everyone.
- Reminded unit owners that important documents can be found on the WS website
- Annual Meeting Notification
 - May 25th 9:30 AM
 - Should elect new board members after the meeting; 2 open seats

PROPERTY MANAGER REPORT

- Review of Property Management Report
- T. Cannon summarized the material that he emailed prior to the meeting
- Two specific callouts were related to: 2024 Fannie Mae & Freddie Mac Guidelines and BOI Filing.
- Suggested that we do not complete the BOI filing until the end of November or early December depending outstanding rulings.
- Also mentioned recent incident with unit owner causing issues to sprinkler systems. Eastern Fire responded promptly (2-3 hours) while Cunningham did not (3-5 days).
- Timeline and Deliverables for Annual Meeting
 - Board approved proposed budget in this meeting
 - PMSM will handle the mailing notifications
 - This would include any information regarding new board member submissions and proxy voting material as well
- Window and Door Standards
 - New England Pella will have standards for WS
 - Steven is our contact; PMSOM would have the details
 - This vendor will be added to the PMSOM systems (Buildium)
 - Other vendors are also listed there is unit owners need references
 - PMSOM wants all unites to leverage the Buildium system for tasks/request
 - PMSOM may conduct 2 future workshops:
 - One related to the use of Buildium
 - One regarding insurance options for unit owners

OLD BUSINESS/MAINTENANCE

- Budget for new fiscal year
 - Discussed during the Treasure's Report agenda item
- Update on By-laws and Declaration
 - C. Benedict mentioned that she was still working on the final draft with the lawyers
 - Once completed, will be distributed to unit owners
- Eastern Fire Quote & Options
 - A question was asked whether we can vote on the item
 - T. Cannon suggested that we wait until the final numbers are in
 - Once in, he suggested that the board approve via email
- New Owner FAQ
 - K. McDonough is putting the final touches on it
 - Will be a one "pager" summarizing key information for new unit owners
 - Once completed (within next 2 weeks), will be published on WS website

COMMITTEE REPORTS (On-Going & Ad Hoc)

- G. Leach working with PMSOM on new email for unit owner correspondence
- PMSOM will email unit owners with the details.
- Grounds and Gardens
 - Committee is getting very thin
 - One of the members will not be available for the summer season
 - Committee is looking for any volunteers

NEW BUSINESS/OTHER BUSINESS/ANNOUNCEMENTS

- The BOD and the WS community would like to continue to send E. Miller positive thoughts and well wishes during his recovery process.

ADJOURN to go to Executive Session

Motion to adjourn: H. Sessa

- 2nd: D. Watts
- Vote: unanimous

Meeting adjourned at 6:18 PM and BOD moved to Executive Session

BOD reconvened from Executive Session at 6:55 PM

- Motion made by H. Sessa to request our lawyers to send the owner of Unit 28 a letter advising her that her non-compliance slider would need to be replaced with a slider that complies with current Rules and Regulations and Declaration by 04//15/2025.
- 2nd: W. Gingras
- Vote: unanimous

ADJOURN

Motion to adjourn: H. Sessa

- 2nd: D. Watts
- Vote: unanimous

Meeting adjourned at 7:00 PM

**NEXT MEETING OF WHISPERING SANDS BOARD:
Saturday May 25th at 9:30AM Annual Owners Meeting**