

WHISPERING SANDS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MEETING
November 13th, 2025

CALL TO ORDER

The meeting was called to order at 5:01 PM

ATTENDEES

BOD: C. Benedict; D. Labbe; D. Watts; J. Bolton; G. Leach

Property Management: T. Cannon (Dirigo)

Owners: J. Fahey #9; M. Bednorowski #26

OWNER FORUM (please limit time to 2 minutes each and please note this is the only time during the meeting for owners to speak)

No Owner Comments

OWNER EMAIL

One email to the President regarding blocking of walkway.

CHANGES/ADDITIONS/ADOPTION OF BOARD MEETING AGENDA

None

APPROVAL OF THE MINUTES OF THE PREVIOUS MEETINGS

September 25th, 2025, Board Meeting

Motion by D. Labbe

2nd by J. Bolton

Vote: Unanimous approval

TREASURERS REPORT

- **Year To Date** – The current budget reflects that we are on-track with the annual Plan. Dayle reviewed some specific line items that are being updated with Dirigo to reflect the original budget. These included separating snow removal from general landscaping line. Other areas identified and reviewed included:
 - The maintenance line item is running high due to unplanned roofing expenses.
 - Late Fee administration is being updated in the Dirigo system to reflect our rules and regulations.
 - The reserve contribution YTD may not be reflecting the November funding. Dayle to review the banking transfer set up.
 - Flood insurance was discussed. We need to investigate this requirement based on newest redefinition of the flood map and follow up with our insurance company.

PRESIDENT'S REPORT

- The Board and Property Manager (Tim Cannon) have a scheduled bi-weekly call to discuss new and ongoing business and maintenance. This meeting allows the Board to be engaged regularly between our formal meetings. This allows us to discuss and provide necessary directions to the Property Manager. These are not formal Board Meetings and no voting on issues take place in these meetings.
- Cindy reminded all on the call that outside faucets must be shut down and hoses put away for the winter. Tim will send a reminder note to owners.
- Cindy also reminded the Association that all property around your unit (other than the unit's deck) is common area and needs to be clear of personal property. Any usage or changes to the area off your deck or in front of your unit requires Board approval.
- It was also noted that the thermostat in the Clubhouse has been tampered with and changes made to settings. Thermostats in the clubhouse and common areas of the association buildings are locked and are not to be changed by owners or visitors.

PROPERTY MANAGER REPORT

- Tim reported on Open Projects that included:
 - Gutter cleaning and the shingle replacement for units approved at the last meeting are being scheduled with Dave Nappi for completion asap.
 - Key Compliance reminders will be coming from Tim to those units that have a non-compliant lock(s).
- Tim will be posting contact information sheets for emergency situations in the Clubhouse and the utility closets in buildings with common entrance.
- Tim has sent the winter parking map and information and will send a follow-up once we have a storm or two as a reminder.

OLD BUSINESS/MAINTENANCE

- Dayle reported on activity related to splitting out landscaping requirements from the plants & garden specific needs. Requirements for each area will be revised, and Dayle will work with Tim on finalizing new contract requirements.

COMMITTEE REPORTS (On-Going & Ad Hoc)

1) COMMUNICATION

No updates.

2) GROUNDS AND GARDENS

The ground and gardens committee is openly inviting any owner interested in being on the committee to reach out to Dayle.

NEW BUSINESS/OTHER BUSINESS/ANNOUNCEMENTS

- Association Rental Fee – The Board has been in discussion of implementing a new Rental Fee on an annual basis to Owners who rent out their unit for all or part of the year. A motion was made to implement a rental fee of \$250. on a fiscal year basis. The funds are to be deposited into the annual association budget to support expenses during the year.

Motion by D. Watts

2nd by D. Labbe

Approved Unanimously

- Association Rules & Regulations – Gary shared that he would begin a process to review the document and identify areas that need to be updated. Further review and discussion will be covered in the January meeting.
- Executive Session. The Board moved to Executive Session at 5:33PM
- The Board returned from Executive Session at 6:15PM

ADJOURN

Motion by G. Leach

2nd by D. Labbe

Approved Unanimously

Meeting adjourned at 6:16 PM

NEXT MEETING OF THE WHISPERING SANDS BOARD:

Thursday January 8th 2026 at 5pm