

## **WEATHERSFIELD SERVICE GROUP VI**

### **MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS, SEPTEMBER 13, 2019**

1. The meeting was called to order by President Jo Bolig at 2:00 pm in The Gathering Place. In addition, Directors Bill Kearney, Bill Simpson, and Hope Weber were present. Director Bill Moore was absent. Also present were Secretary Timothy Gura, Treasurer Hoyt Taylor, and BPM Community Manager Peggy Akers. At 3:30 pm the meeting was joined by Webmaster Dan Green and shortly thereafter by Sheila Creth (587).

2. President Bolig presented the Minutes of the meeting of May 24 for consideration. It was moved and seconded to approve the minutes and the motion passed 4 in favor, none opposed, and one absent.

3. Expecting an extended session, President Bolig suggested adjusting the agenda to accommodate two uncontentious resolutions. The first proposed revising Article XI of the Bylaws to consolidate two existing committees (on "Lot Appearance" and "Grounds Maintenance") into one new committee on "Landscape." The second part of the resolution proposed filling the vacancy created by the consolidation with a new committee, "Communications" to take over the tasks assigned the ad-hoc committee created in May. Both changes included revised descriptions of the committees' charges. The motion was approved 4 in favor, none opposed, and one absent.

In a second resolutions, the Board directed the Communications Committee to undertake three specific housekeeping tasks with respect to the mailing lists of the Website. The motion was approved 4 in favor, none opposed, and one absent.

Finally, the Board advised the Committee that it wished them to include in their outreach efforts all new residents of Weathersfield, whether owners or renters.

4. BPM Community Manager Peggy Akers asked for questions about the Manager's Report, acknowledging that all major issues would be raised during the committee reports. No questions were raised.

5. At this point, President Bolig entertained a motion to recess the Board and reconvene in Executive Session. The motion was approved four in favor, none opposed, and one absent. The Board began its deliberations in Executive Session at 2:25 pm and reconvened in public session at 3:25.

6. Treasurer Hoyt Taylor reported an unusual over-budget situation due to a series of unforeseen (or under-budgeted) expenses: replacing garage roofs exceeded its budget by \$22K, unusual sewer repairs incurred expenses \$27K

beyond budget, intense storms caused the tree removal budget to exceed by \$13K, which funds had to be reallocated from other replacement projects, and repairs to the tree-damaged garage at 541 all contributed to unexpected expenses in excess of \$70K thus far this year. When considering expenses for 2020 detailed in the Long-range Planning Report, inflation, and the need to maintain sufficient reserve for other projects, it became clear that the Board would need to recommend an increase in the annual dues. To that end, it was moved and seconded to increase the monthly dues per unit by \$20. The motion was approved four in favor, none opposed, and one absent.

7. At this point, Sheila Creth (587) joined the meeting to report on the latest developments with plans for the Holiday Party. In additions to detailing plans completed so far, she asked the Board to authorize her use of \$350 in the Holiday Party Reserve fund for reimbursement of expenses incurred before the fees were collected. Treasurer Taylor advised her that, inasmuch as these funds were merely housed in WSG accounts as a convenience and were not under the control of the Board, she could have the access she requested. She expressed her gratitude and thanked the Board., and left the meeting

8. Webmaster Dan Green distributed an explicit statement to Directors and Officers about the “Weathersfield Website and Emails Activities and Procedures.” These detailed the procedures for using, adding, or changing material on our website. The Board thanked Webmaster Green for his continued diligence. He left the meeting.

9. Director Weber reported the results of the Davey Tree assessment of tree care needs. Her committee is currently in the process of examining four or five landscape vendors with whom they will meet during October. The first of a series of Education Sessions on Plants Best Adaptable to Weathersfield will take place later in September. Pruning will begin a week earlier than expected, on 9.16. Finally, she reported that, due to increasing workload at his job, Doug McAlister has resigned from the Committee.

10. Director Kearney reported no new architectural modification requests. BPM has managed 127 resident work requests through 12 September. Building maintenance costs through August—excluding garage roof replacements—came in slightly under budget. 92 garage roofs were replaced in June at a cost of \$128,096. Repairing the garage of 541, damaged by a fallen tree, cost \$16,041; of that sum, Nationwide Insurance provided \$9,743.

11. Director Simpson reported his gratitude to Nationwide Insurance Claims Processing for their smooth handling of the 541 claims.

12. In the absence of Director Moore, President Bolig reported activities of the Utilities Committee. The maintenance of Woodbury units (570-581, 584-593) resulted in one major repair near 587. To complete the project eighteen homes

need to be cleared (594A-F, 595A-596F). The committee has received three storm water proposals from Ruppert.

13. President Bolig reported that the Nominating committee met during the summer and developed and distributed door-to-door flyers which invited interested residents to approach current committee chairpersons or Jo Bolig if they were interested in serving on one of the standing committees of the Board. No one responded to the flyer. The Nominating committee will present a slate at the AGM meeting that includes the names of three currently serving directors who are willing to seek another term. Nominations can also be made from the floor.

14. In her President's Report, President Bolig reminded the Board that all action items for consideration at the AGM must be available for BPM to distribute not later than September 23. At this point, there will be three, paper, ballots for owners to consider: 1) changes to Article XI of the Bylaws approved earlier in the meeting; 2) a proposal to raise the monthly per unit dues by \$20, approved earlier in the meeting; 3) nominations of Jo Bolig, Bill Kearney, and Bill Simpson to fill two-year terms on the Board beginning November, 2019. In addition the packet mailed will include explanatory information on the dues increase, copies of a proxy for those unable to attend the AGM, and an agenda for that meeting.

To keep the meeting short, the Board decided to distribute written committee reports to all units about one week before the meeting. This would permit chairs to provide only **very** brief reminders at the meeting. This packet could also include a blank proxy.

If obtainable in two ways (mailed with the packet and as a part of the committee reports), proxies can be more efficiently distributed.

15. After reminding members that the next meeting of the Board of Directors would be on Friday, October 25 at **3:00 pm** (one hour later than usual), at 5:12 pm President Bolig entertained a motion to adjourn which was approved.

Respectfully submitted,

Timothy Gura, Secretary  
(September 18, 2019)