

WEATHERSFIELD SERVICE GROUP VI

MINUTES OF THE CONFERENCE CALL MEETING OF THE BOARD OF DIRECTORS, SEPTEMBER 18,2020

1. The conference call meeting was called to order at 10:01 am by President Jo Bolig. On the line were Directors Bill Kearney, Bill Moore, David Spencer, and Hope Weber. Also included were Treasurer Hoyt Taylor, Secretary Timothy Gura, and Property Manager Peggy Akers.
2. President Bolig offered for consideration the Minutes of three prior meetings of the Board: a conference call on May 28, an electronic conference on June 18, and another electronic conference on July 20. The Minutes of all three events were unanimously approved.
3. Property Manager Akers referenced her previously distributed list of new and closed work orders and reminded Board members that the fall months were typically very busy.
4. Treasurer Hoyt Taylor directed attention to his Annual Report, prepared for the Annual General Meeting (AGM) packet, which contained the budget he proposes for 2020-2021. It calls for no increase in dues. Approval of the budget was moved and seconded and passed unanimously.
5. Secretary Timothy Gura had nothing to add to the Annual Report of the Communications Committee prepared for the AGM.
6. Director Weber reported considerable activity in the Landscape Committee: a second maintenance pruning precedes aeration and overseeding. Davey Tree will complete its pruning and removal in December. She described a positive meeting with new personnel with Ruppert. Pending no further emergency expenses, she hoped to begin fulfilling landscape requests.
7. Director Kearney referred members to the reports of the Committees on Architecture and on Building and Street Maintenance he had circulated. Maintenance requests were down 30% for the last year, with a corresponding savings in the budget.
8. Director Moore also directed attention to the annual report of the Utilities Committee. The committee received three calls about locating water meters (obscured by mulch and debris). Final stages of sewer maintenance begin in October. On completion the committee will turn its attention of drainage issues.
9. Director Spencer directed members to consult the annual report of the Insurance committee. He successfully obtained all certificates of insurance for the properties covered.

10. President Bolig reported that the Nominating Committee had recruited David Piet (541) and Bob Sydell (592) for open Director positions to be considered by the membership in the 2020 AGM. The request for member interest in serving on Board committees elicited several names which will be forwarded to the chairs of the committees mentioned.

11. In her President's Report, President Bolig reported considerable efforts to recruit a secretary to begin serving at the conclusion of the AGM. While some people contacted had declined, she was optimistic about her recruiting efforts.

12. Under New Business, Property Manager Akers reported procedures devised to replace the in-person AGM. Packets including all Annual Reports, the approved budget, biographies of nominated candidates, and a ballot would be mailed to all owners not later than October 6. Owners are asked to submit their completed ballots in the marked envelope enclosed and return it either to the Weathersfield Mail Box in the Mail Kiosk or, by mail, to Mill House Properties **before October 31.** Owners who wish may also include questions or concerns for the Board's consideration, and responses to these will be posted on the website by November 6.

It was moved and seconded to create a new officer position, "Communications Officer," to join the Board. This individual would be a member of WSG-VI and supervise activities of the Communication Committee. The motion was seconded and unanimously approved. It was then moved and seconded to appoint Dan Green (535) as Communication Officer; the motion was unanimously approved.

Property Manager Akers updated the Board on slow progress in securing Lease Agreements with all renters and agents. Akers left the meeting at this point.

13. President Bolig recessed the meeting so that the Directors and Officers could convene in Executive Session to consider the one-year renewal of the contract with Mill House Properties. Director Spencer clarified the most recent changes to the proposed contract; some further suggestions were made. Treasurer Taylor addressed concern raised about the increase in annual fees. It was agreed that the Board would return the revised contract to Mill House Properties for their response before final approval.

14. President Bolig reminded the Board that the next scheduled meeting would be October 23 at 2:00, its form and location to be determined. A duly made and seconded motion to adjourn was unanimously approved at 12:17 pm.

Respectfully submitted,

Timothy Gura, Secretary
(September 23, 2020)