

**WALDEN WOODS**  
**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING DATE:** October 30, 2024

**STATUS OF THESE MINUTES:** Final

**ATTENDANCE:**

**Directors in Attendance:** Boccuzzi, Moffa, Holcomb, Bernier, Henry, Onessimo, Devlin, Yalamanchili, Laliberte

**Directors Absent:** Robertson, Jones, Dostal

**Elite Property Management Representative:** Chris Kohnle

**1. CALL TO ORDER:**

Director John called the meeting to order at 7:05 PM.

**2. APPROVAL OF THE PRECEDING MINUTES:** Minutes from the September 26, 2024, BOD Meeting were reviewed and approved. John motioned to approve the Minutes. Roland and Fred seconded the motion. Brian abstained. The balance of the Board were in favor of approval of the Minutes. No one opposed.

**3. FINANCIAL REPORT:** Financials as of September 30, 2024, were submitted to each Board Member. Ken reviewed the Budget.

We reviewed the Reserve Fund Balance @9/30/2024 for all 5 Councils as well as the changes to the Reserve Fund on a Year to Date (YTD) and Month to Date (MTD) basis

We discussed the final Audit Results of our 2023 Fiscal Year Operating Budget Revenues & Expenses:

Conservancy 2023 FY Audit Results: \$15,221 Op Budget Surplus + \$6,613 Net Transfer Adj = **\$21,834 to Reserve Fund**

Duplex 2023 Audit Results: \$22,523 Oper Budget Surplus - \$4,392 Net Adj from Prev Transferred \$'s = **\$18,161 to Reserve Fund**

TH 2023 Audit Results: \$9,795 Oper Budget Surplus - \$20,173 Adj for Landscape Pd with Op Fund \$'s = **(\$10,378) Net \$'s Owed to Operating**

Village 2023 Audit Results: \$12,210 Operating Budget Surplus - \$0 Net Transfer Adjustments = **\$12,210 To Reserve Fund**

Ridge 2023 Audit Results: \$3,558 Oper Budget Surplus - \$0 Net Transfer Adj = **\$3,558 to Reserve Fund**

We reviewed the 2024 Summary Operating Expense Analysis Exhibit to show each Council where they stand vs Budget as of 9/30/24 and how much discretionary \$'s they have to spend to stay at or under the 2024 Operating Budget

The Conservancy current year net income is (\$13,510,92)

The Village current year net income is (\$2,700.90)

The Ridge current year net income is \$3,800.61

The Duplex current year net income is (\$29,536,34)

The Townhome current year net income is (\$40,576.54)

#### **4. PROPERTY MANAGER'S REPORT**

**a. Summary of Property Manager on-site activity:**

On site activity reports for the last month are included in the BOD Packet starting on page 19.

**b. Scheduled Pending Services:**

Front field has been mowed.

The places where the property has been seeded now has grass coming up.

Chris met with Beebe regarding irrigation. Because there has been no rain and it's been warm, they are keeping the irrigation system on until November 11, 2024.

**c. AAI status:**

In the past 30 days, 4 AAIs have closed, and 4 new AAIs have been received.

Currently there are 16 open AAIs.

**d. Delinquent fees:**

There are 4 units in Collections and 8 units make up all the fees. Out of the \$21,000 owed, \$11,000 are fees.

**5. UNIT OWNERS' FORUM** – Unit Owners were given opportunity to address the Board with thoughts and concerns.

**6. UNFINISHED BUSINESS:**

**a. Conservancy Goals/Projects 2024**

Tree work in the Pool area has been tabled for now. The longer it gets pushed off into the "off-season" a greater discount can be given. There is nothing hazardous in the pool area regarding the tree issue. Chris has put aside \$5,000.

Chris is meeting with Evergreen tomorrow (October 31, 2024) to get a proposal for tree work.

**b. Draft Budget**

2025 Budgets have been drafted. Chris added \$2.00 for an increase in Conservancy going from \$56 to \$58. Decisions are to be made at next monthly BOD Meeting.

**c. Council Annual Elections**

Duplex has meeting set up with the Community. Townhomes will set up a meeting. Each Community needs to let Chris know when those meeting will occur.

**d. Any unfinished business**

No unfinished business

**7. NEW BUSINESS**

**a. Virtual Meeting Program – Zoom/GoToMeeting**

Russ has been working on the Virtual Meeting Program System to make it accessible to the community for meetings. There was discussion about having a Zoom account or utilize GoToMeeting. Ken has a Zoom account that can be used as long as Danielle can become a user to set up the meetings.

**b. November Meeting Date**

The last Wednesday of November is the night before Thanksgiving. The November meeting was pushed out to December 4, 2024. Chris is hoping the Insurance rates will be released by then as well.

**c. New Business**

John created a document to hand out to a community member when they attend the BOD Meeting, so they are aware of the procedures and protocol of the meeting.

Cori-Lynn Webber is moving and when that occurs, she will be stepping down from the Document Committee. Roland expressed an interest in taking her place.

Kathleen Tracy is currently working on some new ideas for the Welcome Committee. She is also looking for representatives for each Community. It was recommended that she join one of the Board Meetings to share her ideas.

**8. COMMITTEE REPORTS:**

Included in Board Packet

**9. EXECUTIVE SESSION:**

None

**10. NEXT BOARD MEETING:**

December 4, 2024, at 7:00 PM.

**11. ADJOURNED:**

Meeting was adjourned at 8:10 pm. John motioned to adjourn the Meeting, Fred seconded the motion and all were in favor.

Respectfully Submitted by,  
Regina Sanchez