

Little Mill Woods Condominium Association
Board of Directors Meeting Minutes
July 12, 2022

Call to order: Meeting was called to order at 5:28 pm.

Present: Jody Lyn LaChance, Barbara Leclercq, Tom Noll, Chris Roy, Yves Descoteaux

Secretary Report: Minutes from the June 8, 2022 board meeting were reviewed.

MOTION: made by Yves Descoteaux to accept the meeting minutes as presented, seconded by Barbara Leclercq; Jody Lyn LaChance, Tom Noll, and Chris Roy in favor

Treasurer Report: Tom noted the budget continues to be in good shape. He noted we have not yet paid several invoices we know are coming, but even with these expenses we remain solid financially. We do not have the June report from Evergreen yet. All monthly condo dues continue to remain current.

MOTION: made by Yves Descoteaux to accept the Treasurer report; seconded by Barbara Leclercq; Jody Lyn LaChance, Tom Noll, and Chris Roy in favor.

Existing Business:

- **Entrance/Speed Limit Sign-**The two signs were recently installed by Auger and look great. Jody stated she has received positive feedback from unit owners.
- **Petra Paving-swale along area near Building 1** - We are on the schedule to have this swale area paved, but do not have a confirmed date yet.
- **Deck staining/power washing-** All identified units were power washed and staining of those units should be completed in the next day or two. Some repairs to front steps and porch areas were noted and Augi was asked to present a quote for repair work on those areas identified.

MOTION: made by Yves Descoteaux to accept the quote for repair/replacement of identified boards on porch and steps; seconded by Tom Noll; Jody Lyn LaChance, Barbara Leclercq, and Chris Roy in favor.

- **Grill/Dehumidifier-** After a brief discussion, it was determined that we should be set with humidifiers if folks will empty them when they are in the club house and with the assistance of a few community members who do it during their walks. Chris will send Peter Chouinard a thank you card on behalf of the board acknowledging him for his generous donation of an electric grill and rug shampooer for the clubhouse. Both were appreciated and have already been used.
- **Auger edging/hydroseeding-** This work has been completed and a request was sent to owners asking them to water those areas. It was also suggested that Auger be asked not to mow between the Post Office to the furthest bush area as ferns are growing there making it look more attractive.
- **Garden Committee Update-** Members thanked the committee for their ongoing efforts to improve the appearance of the clubhouse area. John Parent was acknowledged for doing some painting and sprucing up the area. There will also be some planting done at some point this season. It was also suggested to remove the dead flower boxes under the sign out front and perhaps add Hosta plants there.
- **Replacement Blocks to front stairs areas-** It was noted during the recent walk about that 71 blocks needed immediate replacement. Work was performed by Auger and will come out of the reserve account. Members ratified their online vote as follows:

MOTION: made by Barbara Leclercq to accept the quote for replacement of 71 blocks by

Auger; seconded by Tom Noll; Jody Lyn LaChance, Yves Descoteaux, and Chris Roy in favor.

- **Maintenance Contract Renewal-** Jody will reach out to Auger in August to meet regarding contract renewal so that a proposed contract can be presented to the Board in September.

New Business:

- **Gutter Repairs-** Augi has agreed to look at the gutters that need repairing (there are three that have been submitted to us.)
- **Dogs being walked without a leash in community-** The board received a report of a woman walking through the community with an unleashed dog. It was determined that she is a neighbor living on Little Mill Road. Tom reached out to her and let her know that dogs always need to be leashed when walking in our development. She apologized and let him know she had been trying to train the dog to stay with her while being “off leash” but she will certainly honor the request moving forward.
- **Revising the Proxy Release for Annual Meeting-** Jody distributed a draft revision of the proxy release form. It is hoped this new version proves less confusing and outlines clearly the need for notary signature along with the proxy process. Board members were asked to review and be prepared to present any changes at the next meeting so that it can be finalized for use at this year’s annual meeting.
- **Non-Public Session-**With consensus of the board, the President entered in to non-public session.

.Adjourn:

MOTION: to adjourn made by Barbara Leclercq, seconded by Tom Noll.

Jody Lyn LaChance, Yves Descoteaux, and Chris Roy in favor. Meeting adjourned at 6:45 pm.

The next board meeting will be held at 5:30 pm on August 16, 2022.

Respectfully submitted,

Chris Roy

Chris Roy, Secretary

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