**MAPLE WOOD CONDOMINIUM ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Thursday April 18, 2024**

**Call to Order:** 6 pm

**Roll Call of Directors:** All present

**Approval of Past Minutes:** March 21, 2024 Board Meeting Minutes; Motion made   
by the President to approve March meeting minutes. 1st by Treasurer, Sandra; 2nd by Vice President, Jaqueline. Motion passed unanimously.

**Report of Directors:**

**President-** Kelli and Jacqueline meeting with Maple Wood Green to discuss the cost sharing agreement and a few other topics. Kelli is also working on the MWCA website. She asked if anyone has ideas of information to add to let her know. Kelli updated the Wisconsin State Financial Annual Report. The cost was $25. She has a printed receipt for this.   
The last part of the report is to have some minutes from the Annual Owners meeting in February recorded at this meeting:   
1/2/2024- The Board voted to proceed with the Long Range Committee. The vote was unanimous.   
1/2/2024 - The Board voted to increase our insurance deductible to keep the premium around the same. The vote was unanimous.   
1/18/2024 - The Board voted to replace the broken water heater in Steensland. The President, Treasurer, and both Officers approved the vote. The Vice President and Secretary did not vote. 2/14/2024 - The Board voted to replace the accounting firm. The President, Treasurer, Secretary and both Officers voted to approve replacing the accounting firm. The Vice President did not vote. **Vice President-** Jacqueline will be meeting with Maple Wood Green with the President to talk about cost sharing agreement and other things that might come up. She’s also working with the Document Committee on completing the Bylaws proposed changes, so that they’re ready to present to the Board for the May meeting. **Treasurer-** Sandra will be talking to our accounting firm about a 501c status for MWCA. She will also be talking with them about finding a qualified accountant for our external audit. MWCA has approximately $600,000 in assets as of March 31st.

**Secretary-** Bonus for Property Manager - Email vote made on April 3, 2024. A motion was made by the Treasurer to give the Manager a bonus of $3,000 which is 10% of 30,000, that he saved the MWCA from spending last year. 1st by President; 2nd by Secretary. The vote was unanimously approved by the Board. Barbara will only be using the Word Dictation app for reference to her written notes and not in place of her notes.   
**Officers-** Jeri Parrott, did research into No Mow May and found that it would not be appropriate for MWCA. She has been speaking to people in her building that are disabled and encouraged them to get a safety partner. Jeri has also been reaching out to owners that need corrections made to the Directory.

**Report of Committees:**

**Document Committee-** The Vice President and other members will have a report on the proposed changes to the Bylaws for the May meeting. **Long Range Planning Committee-** has not started yet

**Audit Committee-** Geri G. is working on getting the internal audit going. The Treasurer will be working with our accounting firm to find someone for external audit.

**Gardening Committee-** The flower containers are getting ready to be delivered to each building. We only need soil and flowers.

**Building Committee-** Delivering the welcome packets and sending important   
 information to new owners was discussed. More information on how the Board will be   
 proceeding will be provided at another meeting.

**Special Events Committee-** Has worked hard at planning fun activities for the   
 owners. The events so far are: Bingo, tentatively planned for Thursday, May 23rd; MWCA   
 picnic on Saturday, June 1st; Outdoor Concert; Holiday Party, Saturday, December 7th   
 and Gallery Night, Friday, February 7th

**Property Manager Report:**

* Signage - will be working with Kelli and Geri on this project
* No Mow May - will not be carried out for this year
* Trip Hazards - being worked on in 3 phases
* Estimates for ATC options - continuing to seek bids
* Minor paint updates - painting garage doors is going slowly due to other needs
* Options of mulch retainers/borders at sidewalks
* Installed a rack for lock boxes outside 2/6.

**Unfinished Business:**

* ATC Easement Money Options. Spreadsheet shared with the project options. See ATC Easement Summary for more information. Board decided to use absentee voting for owner input on items costing more than $15,000.
  + Motion to approve for Steve to go forward with projects under $15,000. Jacqueline motioned to approve/Jeri seconded. Motion passed unanimously.
* Heat Calculations **-** will be postponed for the next meeting.

**New Business:**

* Establish Safety - The Board has agreed to establish a committee. More information will be provided at the next meeting.

**Owner Topics:** An owner stated that MWCA had a budget allotted to each building for discretionary expenses. MWCA will consider this idea at a future meeting.

**Adjournment:** 7:48pm