

MAPLE WOOD CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING (Virtual)
Thursday October 21, 2021

Call to Order at 6 p.m. by B. O'Rourke, Vice President

Present: B.O'Rourke, vice-president; S. Douglas, treasurer; H. Johnson, secretary; S. Mand and K. Macy, board members.

Others: D. Wollack, accountant and Joe Lapacek, manager

Minutes of the September 16, 2021 board meeting were objected to by Betty O'Rourke. She stated that the minutes did not accurately reflect Cathi Willette's position regarding the restrictions on the board's power to authorize expenditures over \$10,000. After much discussion, B. O'Rourke moved and H. Johnson seconded a motion to make note of Cathi's objection to the previous minutes. Four votes for the motion and one abstention.

Owner Topics

- Cathi Willette asked that each unit owner be required to sign a statement once a year re: fireplace usage. This statement will show whether the owner intends to use the fireplace or not and give notice that they have had a visual inspection done to prove that the fireplace flue is in good condition. B. O'Rourke will design, distribute and collect the statements.
- Geri Parrott commented on the continuing water problem in the basement of Bldg. 1/5. She questioned the amount of money in the reserve fund and expressed her concern for continued maintenance of the buildings.
- Mary Drumm asked that a list of duties assigned to the management company be made available to all owners. A task force issued this kind of document 3 years ago and it will be provided to all owners.
- Owners having maintenance requests should use the Maintenance Request form available near all mailboxes. These forms must be returned to the Drop Box in the front of Bldg. 2/6. Joe will notify the owner once the request has been completed. There is an online Maintenance Request Form that can be submitted directly from the website,
- David Williams asked that the management review survey done in the past by a committee should be reviewed by the board and put on the website.
- Sylwia Los asked how she can get documentation that the chimney screen was placed on her chimney. Hansen and Sons should be contacted for this documentation.
- Cathi Willette stated that it is her opinion that the \$10,000 limit on board authorized expenditures applies to the management contract and must be approved by a vote of the owners. Cathi has supplied no evidence of a vote or legal documentation to support either the \$10,000 limit or its application to the management contract.

Management Report

- Railings on the west and south sides of Steensland have been painted.
- Martin Glass has completed the glass replacement in the entrances.
- Bid for replacing Bldg. 10/14 carpet from previous contractor is \$20,480. Coyle Carpet is meeting with Joe to give a 2nd bid for this work.
- Prices to replace carpet in basement elevator entrance areas with laminate flooring are \$585 each for Bldg. 2/6 and 10/14. Bldg. 1/5 cost is \$495.
- New service door for Bldg. 1/5 has been purchased. Three quotes for installation are as follows: \$965, \$675 and \$850.
- City of Madison has replaced the concrete at the public sidewalk in front of Steensland. There is still a leak around the base meter which is causing leak into one garage. Joe continues to ask the city for a repair to this problem Concrete work by the west stairwell is not acceptable and will be replaced in the spring.
- We have received 3 proposals for repairs at the entrance sign gates. Metal posts would be installed by two of the companies for \$4,000 or \$8549. A third quote of \$6500 is to install wood posts.
- Gutters were cleaned again and the draining issue at Bldg. 2/6 has been resolved.

- Steensland roof needs to be replaced. Three bids have been received: \$23,950, \$34,857 and \$31,414 (an almost \$7,000 increase from the previous bid by the same company).
- Chimney screens mistakenly removed by Hansen and Son have been replaced.
- All chimney work has been completed, paid for and passed inspection by the City of Madison.
- The pump at the pond has been shut down and the fountain removed and cleaned.
- Boilers have been cleaned and started in operation. Start-up meter readings have been done. Meters for Unit 19 in Bldg. 2 and Unit 3 in Steensland were replaced due to malfunction/age.
- Due to vandalism for the aluminum can collection in Bldg. 2/6, Joe will no longer provide recycling service for this collection which provided additional money for the building fund. Betty has ordered a can crusher for owner use. Owners must crush the aluminum cans or they will be thrown out.
- Trip hazard in pavement at the entrance to Bldg. 10/14 has been repaired.
- We are getting two more proposals for remediation of the water issue in the basement of Bldg. 1/5.
- Tru-Green Lawn Care does offer lawn treatment with an organic mixture that will green and thicken the grass. This product will not inhibit the growth of weeds. Price per application for the organic product is \$200 more than the standard treatment. If the board wishes, Joe can seek other bids and products during the winter season.

Financial Report

- A motion was made and approved that \$3,390.20 in reserve fees collected in September be moved to the reserve account.
- Reserve account balance is \$174,319 before the Sept. transfer.
- Operating fund at the end of September is \$118,183.12.
- Income for September was \$2,047 more than monthly expenses. Year to date is \$487.28 which is very close to budget.
- Chimney Assessments: Three owners still owe a total of \$4,064 for the chimney work.

Unfinished Business

- By unanimous vote, the board asked The Emergency Procedure document be put on the website.
- Maple Wood Green has paid the invoice for their share of snowplowing expenses.
- Parking space in Bldg. 10/14 has been awarded to the only owner who applied to use the space. They are now paying the monthly rent.
- A vote was taken by email on Oct.12, 2021 to hire Attorney Trost to respond to a letter from an owner. Unanimous approval.
- A letter from S. Daniel, president was issued stating that no owner is allowed to hang a hammock from trees on the Maple Wood Condo property. The board had approved this position earlier.
- Purchase of a replacement service door for Bldg. 1/5 was approved by email vote unanimously on Oct. 5, 2021.

Committee Reports - None

New Business:

- The board approved unanimously that the vote to approve the 2022 Maple Wood Condo Assoc. budget will be taken at the November meeting of the board.
- We are seeking donations to replaced the damaged flagpole. \$1000 has already been pledged by two owners. We will need approximately \$1000 more to complete the project. A pledge envelope will be dropped at each condo door. Checks must be made payable to Maple Wood Condo Assoc.

IT IS TO BE NOTED THAT THE MINUTES ARE TO SHOW ACTIONS TAKEN BY THE BOARD OF DIRECTORS AND REPORT DECISIONS MADE BY THE BOARD.

Meeting adjourned on an unanimous vote at 7:30 PM.

Respectfully Submitted:
Heather Johnson, Secretary

Next Board Meeting: Thursday, November 18, 2021 at 6 pm via ZOOM

MAPLE WOOD CONDO NEWSLETTER

Now that the chimney work has been completed, it is permissible for the fireplaces to be used PROVIDED that a certified visual inspection by camera in the flue has been done of the individual fireplace flue and a written report stating that the fireplace is safe to use has been submitted to the board of directors.

You may be aware of recent acts of car jacking and owners being confronted by thieves. With this in mind, the board urges owners to check for persons standing near garage entrances, waiting for a chance to enter. PLEASE stop and check when you leave and enter the garage to see that no one has taken the opportunity to enter the building, It is urgent that you do this for your safety and the safety of other owners.

DIRECTORY CORRECTIONS:

Phone number for Sandi Daniel, board president should be
608-345-3264

Phone number for Diane Wollack, our accountant should be 608-849-8700