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LaSalles Woods Association of Owners Inc.
Scheduled Board of Directors Budget meeting 9/12
September 11, 2014
LSW Offices

PRESENT: President John Bernstein, Vice President Ralph Zuzolo, Board member Eric Mungle, Board Member Blake Pell, Property Manager Bill Richardson, Secretary Jay Kohlmeier

The meeting was called to order at 7:05 PM.

Previous meeting minutes reviewed, John moved to approve minutes, seconded by Eric.

John introduced ten rules to follow for a successful board meeting.

1. Begin meeting on time.
2. End meeting on time according to meeting agenda item time approximation.
3. Only one person at a time has the floor and speaks.
4. Interruption for clarification only.
5. Listen to understand, not to disagree.
6. Check for understanding by those who hold the floor.
7. Constructive honest debate is desirable.
8. Silence indicates agreement.
9. Discussion is meant to attack problems not people.
10. Disagreement is mutually agreeable.

Jay presented treasurers report.

- Reported reconciliation balance discrepancy, possible reasons and the steps necessary to correct. Recommend Harris CPA perform another review.
- Discussed the use of miscellaneous journal entries as opposed to actual account journal entries.
- Introduced the Profit & Loss Budget Performance Report as a replacement for the Y-T-D P & L Previous Year Comparison report. Reviewed report and discussed elements of report, functionality and how it allows for greater clarity on actual to budget financial analysis.
- Reported on check register.
- Reported on member aging report and delinquent accounts.
- Bank accounts: General fund is \$10,668.64; Reserve fund is \$127,776.88.

Jay moved to approve the treasurer's report, seconded by Ralph.

Bill presented maintenance report:

- Reported on status of ongoing maintenance projects including siding, roofing, water damage, and general maintenance and grounds keeping.
- No further updates available until next board meeting.

Blake reported progress on the LWA website.

- New website LaSalleswoods.com is now live and available for use.
- E-mail notifications are functioning and being received by board members.
- Real Estate sales information availability discussed.

John reported on new business:

- Reported on delinquent account and legal status.
- Discussed tree trimming association policy and unauthorized maintenance work and billable costs.
- New LWA pool rules and signage. To be included in 4th quarter billing package.
- Jay moved to approve new pool rule signs, seconded by John, all in favor.
- New policy stating property manager's responsibility regarding complaints and rule enforcement will be limited to emergency maintenance issues only. The property manager will report any violation, complaint or request to the board. Maintenance request can now be made through the website. This will be further explained in the newsletter going out with 4th quarter billing.
- Discussion on fall cookout, voted to discontinue for this year. Will review in the spring with a survey to the association.
- Monthly board minutes will no longer be mailed out and will be included in the website content. Notification in the newsletter will address those members who do not wish to engage in the internet can still have the minutes mailed .

John adjourned the meeting.