

## LaSalle's Woods HOA Board Monthly Meeting

Date: January 13, 2022

Board Members Present: Maryann Williams, President; unit 43  
Kevin Moyer, Vice President; unit 7  
Nicholas Brunk, Treasurer; unit 89  
Kay Rossok, Secretary; unit 4 (via zoom)  
Amy Beal, At-Large; unit 90 (via zoom)

Mackie Representative: Matt Carter

Homeowners Present: Doug Beal, unit 90 (via zoom)  
Allen & Linda Litts, unit 92 (via zoom)  
Nick Morrison, unit 1 (via zoom)  
Rich Schamerloh, unit 8 (via zoom)  
Dana; when requested, did not identify last name or unit # (via zoom)

The meeting was called to order at 7:05 PM by President Maryann Williams and roll was taken (agenda attached). The Property Manager's Report was moved to the first item to be discussed, due to Matt having another commitment. The Mackie list was reviewed, as written on the Mackie Report that was shared. Additional information discussed included:

- leaf removal
- contractor still dumping drywall dust behind condo; this will be addressed with the unit owner
- active bid from Cornerstone for Building 13 roof replacement; would prefer to defer vote/approval roofing project until after 2nd quarter dues have been collected; Kevin made a motion to approve the Cornerstone bid AFTER the 2<sup>nd</sup> quarter dues collection; Kay seconded the motion; a call to vote was made; all approved
- added to the list of completed work was the fence repair between units 18 and 19
- 2 items were moved from the "Phase I" list to the "Phase II" list (items not named)
- funding for "Phase II" will be requested in March
- searching for a landscape vendor; Maryann will place a request in the newsletter for recommendations and interested parties; Matt will post on website
- Mackie will replace the pool skirting on one side of the pool and re-set the posts for the flags
- headway has been made on finding the pool leak
- the request for removal of the walnut tree near unit 34 has been put on hold because it currently does not meet the criteria of dead tree or impending falling on building
- unit 104 request concerning crawl space: Matt check and reported findings; HOA will fix gutter, re-direct the downspout, and improve grating
- unit 55 requests (per home sale inspection report) were discussed and a response will be sent to the owner (seller) clarifying the owner responsibilities and HOA responsibilities; Maryann

recused herself from this discussion because she is friends with the owners; Kevin will dictate a letter and have it forwarded to Rachel to put on Mackie letterhead and mail

Maryann then opened the floor for questions/input from homeowners.

1. Allen Litts (unit 92) – follow-up and history of request to have leak in west window fixed; after discussion, Matt agreed that Mackie would put a temporary brow on window to divert the water
2. Nick Morrison (unit 1) – wanted to know the conformity requirements for replacement sliding doors and decks; must be neutral color on exterior of doors and decks, if painted, must have clear-coat seal, not paint; any extensions to deck must be approved by the architectural committee; was recommended to extend flashing down past the door
3. Rich Schamerloh (unit 8) – just wondering about the siding project; discussed later in meeting

Next on the agenda was the Treasurer's Financial Report. Nick stated that the community finances were in good shape, so far. The account balance as of this morning was \$259,000. LaSalles Woods is on track to be in good shape to begin "Phase II" projects, barring no significant snow events that would use some of the funds. Nick added that he was impressed that "Phase I" had been completed, while still maintaining an upward trajectory financially.

Topics covered under Financials:

- cost of sprinkler maintenance for landscaping was discussed; Spring and Fall maintenance were performed, but there were other repair/maintenance costs incurred during 2021; Matt stated some of the sprinklers had to be repaired after the pool fence installation.
- will start looking for someone to repair the retaining wall in-front of units 53, 54, and 55
- response to requests from units 10/11: the request will be re-evaluated in Fall 2022 and possibly included as part of a future planned project that will be covered by the HOA; building 13 roof project needs to be completed first

Maryann then called on Amy and Doug to share the latest information from the Siding Project Committee. The committee is still in the "feasibility, study options, and costs" process and is compiling all the information. They are still awaiting the estimate from one vendor. There are samples of the different types and colors of siding, in the office, for review. The committee will meet again next Tuesday, then present their findings to the HOA Board in a closed special session on Thursday, January 27 at 6:30 PM. Once this special meeting has taken place, communication with the entire village will begin. The goal is to have all information presented at the annual meeting in April, with a vote to be held in the future.

There are three aspects to the siding decision:

1. Engineering (sharing with HOA Board on Jan. 27)
2. Communication Plan – first informative letter to owners is preliminarily scheduled to be sent

February 8

3. Financing – loan will be with the HOA and paid per a special assessment, not as a lien on homeowners; but must be settled before selling unit; current proposed rates of interest for the two lowest institutions on 15 year were 4.0% and 4.5%

A designer has submitted her fee structure and Amy forwarded it to board members earlier. Board members will review and discussed this at January 27 meeting.

Doug calculated the square footage per unit and the coordinating amounts for the financial obligations for the siding project. He forwarded them to Nick to check.

Amy stressed, and all board members agreed, that this project needs to show transparency and that due diligence was done when preparing/researching it.

The agenda item that was next concerned the 2 openings on the HOA Board. After the April meeting, Maryann and Kevin will step-down as President and Vice President, respectively, but remain as active members of the board until the end of their terms, next year. Maryann appointed Kay to prepare the slate of officers for the February meeting. That slate, if agreed upon by the Board in February, will then be presented for a vote at the April Annual Meeting.

The budget discussion noted on the agenda was moved to the closed HOA Board meeting (immediately following tonight's open Board meeting).

The By-Laws which are downloaded on the HOA website and Appfolio need to be updated to ensure that the downloaded By-Laws are current, accurate and include all changes made over the past years. Matt will have the By-Laws copied and distributed to board members at February HOA Board meeting.

At this point, Maryann instructed the non-Board members to exit the meeting and the closed board meeting proceeded after this. The time of ending this portion of the meeting was inadvertently missed.

Respectfully submitted by,  
Kay Rossok, Secretary