**Wentworth Place, A Condominium**

**Minutes**

**Board of Directors Virtual Meeting**

**Wednesday October 25, 2023**

To allow for maximum flexibility and members' attendance, the Board meetings will continue to be held virtually.

**Call to Order**

Charles Wright, President, called the meeting to order at 7:06pm. Board members in attendance included C. Wright, L. Deavers, C. Eliopoulos, D. Reinecker, A. Russo, G. Noble, J. Baker and D. Shome. Amir Greene from GHA was in attendance.

**Proof of Quorum**

Yes – members present constituted proof of quorum.

**Approval of Minutes**

Charles motioned to approve the minutes of September 27, 2023 Board meeting. Donald seconded; all were in favor.

**Residents' forum**:

Owner of unit 117 inquired about the status of the leak/condensation in the unit. The Board will address the issue during the meeting.

**Treasurer's Report**

DB sent an email and provided the following financial status as of October 25, 2023

The balance in the reserve fund is:

Cash: $155,366.21
Securities: $117,877.18

Total: $273,243.39

Deposit of $52,416.82 is still pending from GHA; DB asked Amir to ensure the transfer is done urgently.

There was some discussion about investing some more cash in CDs or a savings account. DB will inquire about options/rates etc.

**President's Report**

* Charles motioned to ratify the vote by email to accept the proposal from Katchmark for the replacement of windows in units 310, 508 and 512 for $17,475.00. Donald seconded. Five members abstained, including the owners of affected units.
* Donald motioned to approve the schedule of meetings for 2024; Charles seconded and all were in favor. The schedule will be posted on the website.
* Charles motioned to accept the proposals from J & M for landscaping/snow removal contracts; Donald seconded and all were in favor.
* Owl Pest Control contract auto renews with no changes; the schedule of visits for 2024 was agreed upon by the board and will be posted on the website.
* Heat was turned on – October 16, 2023.
* Carpet cleaning: was done on October 19-20, 2023.
* Filters have been received and will be distributed on Thursday October 26, 2023. Emails have been sent to the community.
* Dryer ducts cleaning is scheduled for November 1; laundry rooms will be unavailable. An email will be sent out to the community.

**Manager’s Report**

* Painting of stairwells: This work will be scheduled towards early December when the second boiler work is completed.
* Status of boiler project: One boiler is up and running. The sub-contractor had to attend to an emergency work and will be back at the property on October 30. It is expected that the work will be completed by November 17, 2023.
* Chiller overflow and water in stairwell: It was found that a valve in the boiler room is defective and causing excess water to pour from the chiller into the parking lot and stairwell. Amir is following up to have repairs done.
* Condensation in unit 117: Amir met with the insulating company and will meet with plumbers to address repairs of pipes. A wall needs to be partly removed to access the pipes and re-insulation will be done.
* Pool leak: Two bids were received and we expect a third one. The cost of repairs is very high and the board asked Amir to check with counsel about the Association’s options regarding maintaining/keeping the pool or closing/getting rid of it.
* Unit 105 patio door repair: Owner asked to table this item as she did not have time to get more bids.
* Water shut off and fee: It was reiterated that since July 2023, owners requesting water shut off must pay the fee (currently $180.00) **directly** to TripleState on the day repairs are scheduled. It is no longer an Association expense. Requester must contact GHA (Amir) to coordinate the shut off. Notice will be given to the community 48 hours ahead of the agreed date.
* Reserve Study: The draft document was circulated to the board. Members have a few questions and Amir will arrange for the engineer to attend the next board meeting. Charles will collect members’ questions.

**Executive Meeting**

Charles motioned to adjourn the regular meeting at 8:11pm and to move to Executive Session. Christiane seconded and all were in favor.

Charles motioned to adjourn the Executive Session at 8:22pm; Donald seconded and all were in favor.

Back in regular session, the Board asked Amir to convey its decision to prospective tenants regarding their move.

**Adjournment**

Charles motioned to adjourn the regular meeting at 8:25pm. Donald seconded and all were in favor.

Next regular meeting is scheduled for Wednesday December 6, 2023 starting at 7:00pm. It will be virtual via Zoom.