

**WINCHESTER PLACE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**Minutes – October 21, 2021**

**\*\*This meeting was conducted via teleconference with dial-in information provided to residents if they wish to participate.\*\***

**Call to Order**

The Board of Directors Meeting was called to order by President Judi Brooks at 7:04 PM.

**Roll Call**

Judi Brooks, Leath (Sissy) Claeson, Barb Mueller, John (Jack) Pults, and Cathy Welzenbach were present. Jonathan Lussier attended representing Advocate Property Management.

**Homeowner's Forum**

Residents were asked to submit any questions or concerns via email prior to meeting. Nothing was submitted.

**Approval of Minutes**

**Motion:** Judi Brooks moved to approve the minutes from the September 13, 2021 Board of Directors Meeting. Cathy Welzenbach seconded the motion. **Vote**—All in favor. The motion carried.

**Old Business**

None at this time

**New Business**

**Motion:** Sissy Claeson moved to approve the Keough and Moody Retainer Agreement for calendar year 2022 at the rate of \$575.00/month. Barb Mueller seconded the motion. **Vote**—All in favor. The motion carried.

**Motion:** Judi Brooks moved to approve the Reserve Study Proposal from 30 Years Reserve Advisors at a cost of \$4,400. Sissy Claeson seconded the motion. **Vote**—All in favor. The motion carried.

**Motion:** Sissy Claeson moved to approve the Landscape Maintenance Agreement from Associated Landscape Management from April 1 through November 30 for calendar years 2022-2024 at a cost of \$38,616 per season. Cathy Welzenbach seconded the motion. **Vote**—All in favor. The motion carried.

**Motion:** Sissy Claeson moved to approve the Snow Management Operations Agreement from Associated Landscape Management from December 1 through March 31 for calendar years 2022-2025 at a cost of \$19,952 per season. Jack Pults seconded the motion. **Vote**—All in favor. The motion carried.

**Motion:** Jack Pults moved to approve the Fall Maintenance contract (Estimate #2021-0366) from Double Diamond Construction Services, Inc. in the amounts of \$2,595.00. Sissy Claeson seconded the motion. **Vote**—All in favor. The motion carried.

**Motion:** Judi Brooks moved to approve the proposed budget for calendar year 2022. Sissy Claeson seconded the motion. **Vote**—All in favor. The motion carried.

## **Motion to Adjourn**

**Motion:** Judi Brooks moved for adjournment to Executive Session at 7:54 p.m. Jack Pults seconded the motion. **Vote** – All in favor. The motion carried.

**Motion:** Sissy Claeson moved to go back to Regular Session at 8:16 p.m.. Judi Brooks seconded the motion. **Vote**—All in favor. The motion carried.

**Motion:** Barb Mueller moved for adjournment of meeting at 8:17 p.m. Cathy Welzenbach seconded the motion. **Vote**—All in favor. The motion carried.