

Woods of Wayne Homeowners' Association

Board Meeting Minutes 10/08/2012

I. Call to Order

Joe Franzese called to order the regular meeting of the Woods of Wayne Homeowners' Association Board Meeting on Monday October 8th - 7:00 P.M. at Wayne Village Hall.

II. Roll Call & Approval of Prior Meeting Minutes

Motion was made and passed to approved prior meeting minutes.

The following persons were present:

Joe Franzese, Bob Reed, Patti Orban, Roger Orban, Syed Hussain, Marianne Pope, Mario Conte and Mark Soppi

The following persons were absent :

Ted Matuszewski, Jennifer Donatelli, Dan Gravina and Steve Joyaux

III. President's Report – Joe Franzese – The main concern is the financial outlook of past year expenses, past due assessments, and the ability to collect them. Joe then asked Patty Orban to present the board with Profit & Loss sheet, and open invoice reports.

IV. Treasurer's Report - Patti Orban – Patti presented the “year-to-date” Profit & Loss Sheet as well as Balance Sheet. All areas of normal expenses are under budget. Association is in process of contacting a collection agency in order to collect past due home owners yearly fee.

V. Committee Reports

- a. **Architectural Review** – From this year onwards the board is introducing a fee for any major external upgrade or any kind of external addition to the existing structure of the property. If the project requires a permit and total cost of project is greater than 20k a \$2000 bond and project less than 20k a \$1000 bond is required before starting the work. The bond is fully refundable upon completion of the project.

- b. Communication** – Our website is updated with new information from the meeting and other data upload. New board list is updated as well.
- c. Roads** – Everything looks under control and Mark Soppi is in the process of getting a quote for black top and crack fill project will start. Snow plowing contract is already executed for this year. According to Mark the street sign by Magnolia entrance is damaged and it will be repaired or replaced.
- d. Ponds** – South pond needs cleaning and the board is working on a quote to clean wild plants and grass.
- e. Landscaping-** Landscape Committee is obtaining quotes for replacing two dead trees that border out lot C along Smith Road. Landscape contract has been approved for three years using Land Escapes with no increase in costs for three years.

VI: ADJOURNMENT: Joe Franzese closed the meeting at 9:00pm.

Minutes submitted by: Syed Hussain