

**Wind Meadows Corporation**  
**Board of Directors Meeting Minutes – September 18, 2023 at 6:30 p.m.**

The regular meeting of the Wind Meadows (WM) Board of Directors was held on Monday, September 18, 2023, at 6:30 p.m. pursuant to notice given to the Directors in accordance with the Bylaws of the Association. The meeting was held at 101 Bayfield Drive, Racine, WI 53402 in person and via video/conference call through Zoom.

**I. Call Meeting to Order**

President Claudia Simonson called the meeting to order at 6:32 p.m.

**II. Roll Call**

The following directors were in attendance in person or via Zoom: Don Allen, Marci Boucher, Claudia Simonson, Mike Palazzola, Memo Fachino, Herb Beighley, Dan Crispin, Cary Anastasio, Katie White, and Bob Randleman. Carrie Amos of Washington Properties, Inc., project manager for Wind Meadows was also present via Zoom.

**III. Board Meeting Minutes**

The regular Board of Directors meeting minutes from August were reviewed. Bob Randleman made a motion to accept the minutes as corrected. The motion to accept the minutes as corrected was seconded and carried.

**IV. Financial Statement Reports**

The financial statements for August were presented and reviewed. Cary Anastasio shared his financial report. Memo Fachino made a motion to accept the August financial statements. The motion was seconded and carried.

**V. Open the floor to members**

Memo Fachino made a motion to open the floor to members. The motion was seconded and carried.

- A. A resident of Greenwood Court commented regarding the Board's response during the recent AC failure at the LC. While she appreciated Carrie Amos' compassion and willingness to coordinate, she expressed disappointment that the Board recommended that her party merely reschedule and thought it reflected poorly on WMC.

**VI. Close the floor to members**

With no other business brought to the floor by members, Memo Fachino made a motion to close the floor to members. The motion was seconded and carried.

**VII. Architectural Review Committee (ARC) Proposals**

The following change applications were presented.

- |                      |                         |
|----------------------|-------------------------|
| A. 36 Stonewood Ct.  | PSA 2 (approved 9/1/23) |
| B. 3 Cedarwood Ct.   | PSA 4 (approved 9/1/23) |
| C. 9 Sprucewood Ct.  | PSA 7 (approved 9/1/23) |
| D. 152 Lakefield Ct. | PSA 1                   |

- E. 12 Lakewood Ct.                      PSA 3
- F. 131/132 E. Parkfield Ct.            PSA 6
- G. 9 Sprucewood Ct.                      PSA 7 (amendment)

The ARC recommended approval of all requests that were not pre-approved. Dan Crispin made a motion to approve all change applications. The motion to approve was seconded and carried.

## **VIII. Committee Reports**

### **A. LCC**

1. End of Season Ice Cream Report. Linda Johnson reported that ice cream sales at the pool were 17% higher than last year, with a total sales amount of \$828.
2. Annual Picnic Update. The invitation to members for the WMC Annual Picnic will go out at the end of the week (by 9/23/23).

## **IX. Old Business**

### **A. Follow up on resident comments and Board inquiries:**

1. Two residents commented during the open comment. Both commented regarding the distribution of financial and other Board packet information ahead of the Board meeting. In addition, the commenters suggested that the Board take a roll call vote on the distribution of materials; remarked on the time period available for members to submit interest to fill the open board position; and had various questions related to Americans with Disabilities Act compliance. The Board clarified that WPI's historical business practice has been to use business days rather than calendar days and used that when identifying the time period for the notice of interest. Last month the Board voted without dissent to post on the WMC website approved LC/Admin financial information. Regarding ADA compliance: during open comment, Mike Palazzola responded to this commenter that WMC is not exempted, the pathway was not approved, but the bathrooms are grandfathered. Once the bathrooms are upgraded, WMC will need to come into compliance.
2. There were fifteen (15) pieces of correspondence to the Board.
  - a. Fourteen of the emails were related to the distribution of monthly financial information. Two of those emails also commented on the Board's budgetary processes, the pending lawsuit, the nature of the member calls to WPI prior to Board meetings, and the minimal information on ARC requests in the Board agenda. The Board responded in writing similarly to each of the correspondents and gave a more specific response to the other two members. All letters were sent on 8/23/23.
  - b. One piece of correspondence was related to whether the Leisure Center and grounds were included in the financial balance sheet. WMC's accountant provided information that was sent to this member regarding the depreciation of the LC more than a decade ago. This response was sent on 8/31/23.

- B. Recycling Costs at 101 Bayfield Ct. The Board discussed the costs of including recycling pickup along with garbage from John's Disposal. The Board will consider adding these costs for the 2024 budget year.
- C. AC Unit at the Leisure Center. The new AC Unit has been installed. Carrie Amos asked whether there should be a cover on the unit and will communicate with the contractor about it.
- D. Tennis Court Status. Don Allen reported on the status of the tennis court renovation. Mike Palazzola asked whether WMC should remove the electric meter and cap the lines for the lights that will be removed. Carrie Amos noted that it is not clear whether any other lights are run by the lines on that meter. That matter was tabled.
- E. There was no other old business brought to the floor to discuss.

#### **X. New Business**

- A. Leisure Center Repairs. Mike Palazzola raised concerns about needed repairs to the ceiling near the inside furnace in the LC. Carrie Amos noted that the pump room has had this open space in it for years. Now that there is a new water heater the fresh air return is no longer necessary. Mike met with TJ and Ryan, patching this open space is a current work order. She will follow up on status.
- B. Americans with Disabilities Act (ADA) issues. Mike Palazzola discussed corrections that WMC may make to the LC and grounds to make the LC more accessible. Marci Boucher and Claudia Simonson agreed to form a committee to look at the facility, potential areas of upgrade, and costs.
- C. Appoint PSA IV Director. Carmen Gaspero, Meg Richardson, and Dwayne Riekema submitted written notices of interest to be appointed to the position of the vacant PSA IV director; Carmen Gaspero subsequently withdrew his notice of interest. The directors voted by ballot. By vote, Meg Richardson was appointed as PSA IV director for the remainder of the term, 12/31/2023.
- D. There was no other new business brought to the floor to discuss.

#### **XI. Correspondence**

There has been no correspondence brought to the floor for discussion.

#### **XII. Motion to go into executive session**

Memo Fachino made a motion at 7:31 p.m. to go into closed session for an update on a legal matter.

#### **XIII. Motion to go back into Regular Business**

Dan Crispin made a motion was made at 8:18 p.m. to go back into regular session.

#### **XIV. Adjourn**

There being no further business before the Board, Dan Crispin made a motion to adjourn; and the meeting was adjourned at 8:18 p.m.

The next **Board Meeting** is scheduled for Monday, October 16, 2023, at 6:30 pm in person at 101 Bayfield Drive, LC clubhouse, and with Washington Properties, Inc. by video/conference call through Zoom.

Carrie Amos  
WPI Project Manager