

**WOODBRIIDGE INN CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
January 22, 2022**

I. ROLL CALL/CERTIFYING PROXIES

The Woodbridge Condominium Association Annual Meeting was called to order by Jamie Lewis at 10:51 a.m. via videoconference.

Board Members Present Were:

Jamie Lewis, President, #301

Bill McCall, Vice President, #106

Paul Sakiewicz, Treasurer, #202

Kris Ann Knish, Secretary, #208

Representing Basic Property Management (BPM) were Gary Nicholds, Eric Nicholds and Jason Blarjeske. Erika Krainz of Summit Management Resources was recording secretary.

II. ELECTION OF OFFICERS

Motion: Bill McCall moved to retain the same Officers: Jamie Lewis – President, Bill McCall – Vice President, Paul Sakiewicz – Treasurer, Kris Ann Knish – Secretary and Jason Member At Large/Construction. Paul Sakiewicz seconded and the motion carried.

III. STAFF RECOGNITION

Gary Nicholds noted that he should have recognized Patti Vande Zande, Kerry Hartnett and Susan Nicholds, who do all the work behind the scenes.

Action Item: Kris Ann Knish and Bill McCall will draft a thank you from the Board and owners to the team.

IV. WOOD IN STAIRS

Bill McCall believes the wood in the stairs is from #204.

V. ELECTRICAL WORK BID

Cain Electric provided a bid of \$6,396 to add a 240 breaker in the mechanical room in the West building for the heat tape in the new gutter. Bill McCall will send photos of the gutter area to the Board. There was consensus that this work should be done.

Motion: Bill McCall moved to approve the Cain Electrical bid for the electrical work and to have BPM purchase temporary plug-in heat tape if the work cannot be completed by February 7, 2022. Paul Sakiewicz seconded and the motion carried.

VI. STAFF GIFTS

Motion: Bill McCall moved to award a \$500 gift each (non-taxable) to Kerry Hartnett, Susan Nicholds and Patti Vande Zande and \$200 to Erika Krainz (with more information to come next week). Jamie Lewis seconded and the motion carried.

Action Item: The notification of the gift will be included in the thank you letter.

VII. MULCH BY BUILDING

The Fire Chief has indicated that the mulch does not need to be removed.

Action Item: Jamie Lewis will draft a letter to Meredith Long.

VIII. DATE OF NEXT BOARD MEETING

The next Board Meeting will be held on February 1, 2022 at 6:00 p.m.

IX. ADJOURNMENT

Motion: Paul Sakiewicz moved to adjourn at 11:31 a.m. Bill McCall seconded and the motion carried.

Approved By: Jamie Lewis
Board Member Signature

Date: 2/1/22