

Villas at Canandaigua

Board of Directors Meeting

Thursday, November 16, 2023

Minutes

Board Members present: Bob Kayser, Ken Carbone, Jim McMurray, Patti Winn; via ZOOM Paul Keitz

Homeowners/Guests present: : Jim Francisco, Pat Barczak, Becky Gavit, Barb Lipari, Cindy Brink, Dieter Busch, Cathie Shepard, Jo Morgan; via ZOOM: Tom Schraeder, Bill Dobbins, Susan Thompson-Francisco, and Marty & Alan Shepardson

Called to Order

Pledge of Allegiance and Moment of Silence

Membership Participation – nond

Review for approval-

1. BOD meeting Minutes of September 28, 2023 for Approval

ACTION: Jim motioned to accept minutes and Patti seconded. All approved

2. Villas at Canandaigua Officer Election Meeting – October 17,2023 for Approval

ACTION: Jim motioned to accept Homeowners minutes and Patti seconded. All approved

3. Executive Session – Animal Control – Nov.1, 2023 for Approval

ACTION: Bob motioned to accept Animal Control minutes and Ken seconded. All approved.

President’s Message – Paul Keitz

Paul thanked everyone for the support for all of the contributions and volunteering that many members contribute. Paul will be working with the town manager regarding the completion of WCI building and completing commitment for ending the project. There is will be a new town manager with whom he will be working. Finally, Paul wished everyone HAPPY HOLIDAYS

Financial/Treasurer’s Report – Paul Keitz

Taken from Crofton report

OPERATING FUND

Checking Account as of 9/30/23	46,542.31
Homeowners Maintenance Fees	<u>36,410.00</u>
	82,952.31
Other Income – Clubhouse Rental	<u>0.00</u>
	82,952.31
Disbursement October	<u>(44,296.22)</u>
	38.656.22

RESERVE FUND

M&T Bank	159,232.00	
Deposit Reserve	9,300.00	
Deposit – Developer Contribution	855.48	
Interest	<u>529.79</u>	\$169,917.27

CERTIFICATE OF DEPOSIT

PNC Bank 12 mo 4.70% Mat 11/15/23	150,000
Beal Bank 12 mo 4.55% Mat 1/10/24	245,000
Charles Schwab 13 mo 5.10% Mat 5/16/24	<u>100,000</u>
TOTAL RESERVE FUND	\$664,917.27

Report from our Property Manager – Jim Manetta –

- Bluegrass Enterprises was awarded the contract for snow removal/salting for the 2023/2024 season and has installed snow stakes throughout the community.
- Dyna Mole excavated and repaired the broken sewer pipes that caused the sinkhole in front of 3295 Abbey and the one in front of 5096 Cheshire Glen. Jim will work with WCI to see if they will cover expenses.
- Jim Manetta met with new board member, Bob Kayser, to review expectations/responsibilities as new Maintenance Director

Committee Reports -

Clubhouse – Cindy Brink

1. Boxes for Salvation Army will be placed in clubhouse to collect new winter wear for children and pre-teens
2. The potluck last month was a success and enjoyed by all.
3. Another potluck is scheduled for November
4. A Cocktail Party for the holidays will be scheduled in December
5. Starting in January, we will have Wednesday happy hours in the clubhouse

Finance -Paul Keitz

1. The budget cycle is coming up in the new year
2. The Finance Committee will be looking closely at the reserve fund

Maintenance – Bob Kayser

1. Lights were replaced where needed around the community
2. Please contact Bob for any maintenance concerns

Pool – Jim Francisco

1. Pool furniture was put away
2. Jim met with Mike Goodman with change in Pool Director
3. Inventory of chemicals was done and new chemicals were ordered for the start of the 2024 pool season

Sunshine – Barb Lipari

1. Two Memorial Donations were done.
2. 1 Flower arrangement was delivered.
3. 3 Cards were send.

NOTE! For the winter season, Becky Gavitt will be the Sunshine Committee Director.

Architectural/Landscape – BOD

Open Variance Requests – NONE

Old Business –

1. Porretta Results –5135/3205 French Drain to be exposed? – Crofton looking for another contractor
*Dave Williams took pictures/video which will be reviewed.
2. Mailbox Maintenance - Phase 1 – Costly – Review during 2024-2025 budget preparation
3. Drainage 3262 Abbey - under investigation. - Status?
 - Possibly put in French drain and divert to road
 - Pictures/video will be taken after heavy rain.
4. Carp Replacement - request letter to DEC over the winter - Ken Carbone
5. Reserve Study - Board reviewed suggestions made by Finance Committee on Aug. 9, 2023-BOD
 - Item listed in reserve study were discussed.
6. Ridge Crest Construction – restore cultured stone @5107 Cheshire Glen Rd –
 - Stone needs to be matched.
7. Formal approval for Dyna Mole repair of depressions near 5096 Cheshire Glen Road and 3295 Abbey Road for Crofton Negotiated price –

ACTION: Ken motioned to approve Dyna Mole expense to repair of both depressions for cost of \$10,113. Bob seconded and all agreed. Note, additional expense will be required to be covered with asphalt in late Spring with temperatures allows.

New Business –

1. Formal approval for Dyna Mole to repair unexpected water leak near 5068 Cheshire Glen Rd
 - Bill for work completed has not yet been received.
2. Reported seven leaning Driveway lamp posts –
 - If possible, we want to keep this “in house” and find volunteers to straighten posts.
3. Formal approval to purchase new a CD for less than a year’s term for \$200,000 at highest APY using \$150,000 from maturing CD, Nov.15,2023 and adding \$50,000. From Reserve Savings Account. – BOD action

ACTION: Ken motioned to approve purchase of new CD for less than a year’s term for \$200,000 at highest APY using \$150,000 from maturing CD and adding \$50,000 from Reserve Savings Account. Jim McMurray seconded and motion was then approved by all BOD members.

Membership Participation -

- None

Next BOD Meeting - Thur.- Dec. 21, 2023 at 10am i- via Zoom and clubhouse

Close Meeting at 11:15 am