

# Villas at Canandaigua

## Board of Directors Meeting

Thursday, December 21, 2023

### Minutes

**Board Members present:** Bob Kayser, Jim McMurray, Patti Winn Via zoom: Paul Keitz and Ken Carbone

**Homeowners/Guests present:** Cindy Brink, Janis Contos and Joyce Fiorentino. Via Zoom: Tom & Peg Schraderm Alan & Mary Shepardson, Dan Kwart, Jim Francisco, Andrew Jarzniecki, Pat Barczak, and Bill Dobbins

#### Called to Order

Pledge of Allegiance and Moment of Silence

#### Membership Participation – None

- Cindy Brink shared clubhouse/social committee report which can be found below under committees.

#### Review for approval-

1. BOD meeting Minutes of November 16, 2023 for Approval

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

**President's Message** – Merry Christmas to all. Starting in January we will need to work on the upcoming budget.

#### Financial/Treasurer's Report – Paul Keitz

- After 8 months, we exceeded our planned budget expenditures for three budget items: Landscaping, Pond and Taxes. Total overages are \$14,499.03 which will be covered by under expenditures in the remaining budget items.

Operating Fund Balance	\$40,076.09
Reserve Account	<u>\$675,136.09</u>
Total Net Worth	\$715,212.17

#### Report from our Property Manager – Jim Manetta –

- 1) A \$200,000 CD was purchased per direction from BOD. Funds from maturing CD and existing reserve account to make that purchase. 5.3% yield with CD maturing on 8/29/24
- 2) Signs were installed for Bluegrass drivers to raise plows where Dyna Mole excavated and repaired broken sewer pipes that caused sink holes.
- 3) Bob Kayser and property manager to begin budget process early to mid-January
- 4) The stone wall at 5107 that has come away from siding is being repaired December 13-15.

5) WCI will be remitting reimbursement for unsold units in the amount of \$1,041.17

### Committee Reports -

#### Clubhouse/Social – Cindy Brink

- The social committee was busy in December! Holiday Cocktail Party, Buffalo Bills host parties, Salvation Army Drive and New Year's Day Brunch.

**ACTION: Bob motioned for purchase of Vacuum up to \$150.00, seconded by Jim. All approved**

- The committee welcomed a new member, Valerie Kayser
- Request for a new Vacuum Cleaner

#### Finance -Paul Keitz

- After the first of the new year we will be working on the Budget. Paul will work closely with Jim Manetta and Bob Kayser

#### Maintenance – Bob Kayser

- Request purchase of a Track Mat for foyer of clubhouse.  
**ACTION: Patti motioned to approve purchase of Track Mat up to \$80.00 which was seconded by Ken. All approved.**
- Bob would like to look into replacing the clubhouse thermostat with a Smart Thermostat.
- Many light bulbs in light posts have been replaced. If too bright, black gorilla tape can be used on glass plate facing house.

#### Pool – Jim Francisco

- No report

#### Sunshine – Becky Gavitt

- 1 card and a flower arrangement was sent

#### Architectural/Landscape – BOD

Open Variance Requests – NONE

### Old Business – items in process

1. Porretta Results –5135/3205 French Drain to be exposed? - Maintenance Committee to review

**ACTION: Jim motioned to have french drain uncovered by Poretta up to \$1500.00, seconded by Bob.**

**All approved**

2. Mailbox Maintenance - process - Costly – Finance committee to provide input
  - No action
3. Drainage 3262 Abbey - under investigation. – Maintenance committee to review
  - After discussion, we will have Poretta look at this with Bob and Ken
4. Carp Replacement - request letter to DEC over the winter - Ken Carbone
  - Ken will write letter
5. Ridge Crest Construction – restore cultured stone @5107 Cheshire Glen Rd – Crofton status
  - This has been completed. Excess stone is stored in pool shed.
6. Status of Dyna Mole Bill for water leak repair completed at 5068 Cheshire Glen Rd. – Crofton
  - Jim Manetta to review

#### **New Business –**

1. Formal approval to allow \$10,113.61 to be removed from reserves to pay for partial repair of Storm Sewer repairs by 5089 Cheshire Glen Rd and 3295 Abbey RD. – BOD action  
**ACTION: Paul motioned to allow \$10,113,61 to be removed from reserves for partial repair of Storm Sewer by 5089 Cheshire Glen and 3295 Abbey Road, seconded by Jim. All approved.**
2. Formal approval to have Jay R. Gelb & Company P.C. replace Bonn, Diaguardi as the Villas at Canandaigua Auditors for the 2023-2024 Fiscal year. – BOD action  
**ACTION: Paul motioned to approve replacement of Bonn, Diaguardi by Jay R. Gelb & Company for Villas of Canandaigua auditors, seconded by Ken. All approved.**

#### **Membership Participation -**

- 1) Janis Contos expressed that there have been problems with TVs for Bills Game and wondered what could be done.
- 2) 5144 Cheshire Glen has problems with water in the yard. Derek from VCI will take care of this but not until Spring. The same problem exists for 5104 Cheshire Glen.
- 3) The Shepardson's, 3241 Abbey Road, replaced their vinyl floor with hardwood and found black mold near front door.

**Next BOD Meeting - Thur.- Jan.25, 2024 at 10am - via Zoom and clubhouse**

**Close Meeting Adjourned at 11:00 am**