

Board of Directors Meeting

Thursday, August 24, 2023

Agenda

Board Members present: Paul Keitz, Ken Carbone, Jim McMurry, Dan Kwarta, and Patti Winn

Homeowners/Guests present: Barb Lipari, Rick and Sharon Steiner, Bob and Helen Schultheiss, David and Ann Scoville, Cathie Shepard, Cindy Brink, Mike Goodman, Joan and Lou Saltrelli, Richard Marcella, John and Gloria Baker, Mary Shepardson, Jo Morgan. ZOOM: Chris and Karen Zaremba and Barb Goodman

Called to Order

Pledge of Allegiance and Moment of Silence

Membership Participation – Cathie Shepard expressed appreciation for removal of shrubs from their property. Jo Morgan expressed concern regarding the bees in front of clubhouse.

Review for approval-

1.BOD meeting Minutes of July27, 2023 for approval ACTION: Ken motioned to accept amended minutes and Paul seconded. All approved.

President's Message – Paul Keitz stated that the board is working on getting committees updated. He will be attending a meeting September 5th with the Town regarding storm water retention in the lower pond.

Financial/Treasurer's Report – Dan Kwarta

Taken from the monthly Crofton financial report

Revenue for JULY, 2023	\$ 35,059.03
Expenses for JULY, 2023	\$ 27,331.00

BALANCES AS OF 7/31/2023 (taken from Crofton-Perdue report)

OPERATING BUDGET (Checking at M&T)	\$ 51,030.14
Reserve identified (at M&T-Savings)	138,603.98
<u>CD reserve (at PNC, BEAL, & C. Schwab)</u>	<u>495,000.00</u>
TOTAL NET WORTH	\$ 684,634.12

OPERATING BUDGET ---FISCAL YEAR TO DATE 4/1/2023-7/31/2023 (4 MONTHS)

TOTAL REVENUE	\$ 144,693.48
TOTAL EXPENSES	140,771.61
SURPLUS/DEFECIT OF	3,921.87
FUND BALANCE FROM LAST YEAR	47,108.27
CHECKING BALANCE	\$ 51,030.14

Report from our Property Manager – Jim Manetta –

- Carpet cleaning – see old business
- 5135/3205 have drainage issue persists in back yard. Poretta recommends that the existing French Drain be uncovered and leave open with stone top and not be covered with soil and grass.
- 3267 Abbey Rd – Water damage/siding removal investigation
 - Poretta recommended to remove siding to expose how watertight the wall is. After discussion, ACTION: Ken motioned to approve removal of siding, seconded by Jim. All approved.
- Cornerstone Outdoor Services will add topsoil and seed to curbing in circle in front and rear circle around clubhouse driveway. Cornerstone will submit a proposal.
- WCI remitted compensation for portions of expenses to be paid as partially occupied building
- Property manager negotiating new snow removal contract with Bluegrass, and also meeting with FLX Services to seek bid from them as well.

Committee Reports -

Clubhouse – Cathie Shepard expressed thanks to the fantastic committee with whom she has worked as chairperson. Cindy Brink will be the new chairperson.

- There will be 2 more Happy Hours with the final one September 6th with pizza and music provided.
- An ice cream social is scheduled for 8/26 from 1-2 sponsored by WCI.
- Buffalo Bills games will be broadcast in the clubhouse. See flyer for dates.
- The September calendar will be coming out. Please submit items for calendar the 15th of the month before each new calendar.
ACTION: Patti motioned and Ken approved that Calendar flyer be photocopied and put in mailbox and Ken seconded. Approved by 4. Declined by 1.

Finance – Dan Kwarta wrote report to board to economize and create money. The report is in binder on table outside of library.

Maintenance - Dan Kwarta

- All garage doors have been repaired from plowing damage last winter.

- Some street lights on Cheshire Glen have been replaced.
- Evergreen damage has been taken care of.
- Irrigation was turned off August 18th due to faulty system. Irrigation tech came August 21st to fix.

Pool – Mike Goodman

- Mike shared the pool's mission statement. ACTION: Patti motioned to accept mission statement and Ken seconded. All approved

Sunshine – Barb Lipari/Becky Gavitt

- Barb Lipari shared that the committee gave one memorial, 1 sympathy card and 1 get well card in August.

Architectural/Landscape – James Mc Murray

- ACTION: Ken motioned to extend concrete at 3283 Abbey Rd, seconded by Paul and all approved.
- ACTION: Ken motioned for 3241 Abbey to add a rock to front yard, seconded by Jim. All approved.
- ACTION: Dan motioned to accept 12' x 12' patio and fencing for 5118 Cheshire Glen Rd, seconded by Jim. All approved
- ACTION: Dan motioned to accept awning for patio at 3267 Abbey Rd, Ken seconded. All approved.

Old Business –

- Annual meeting, Oct 12th – First Notice/request for Candidates – review for dates
 - ACTION: Paul motioned that Crofton will send notice via mail by 9/5/23, seconded by Ken. All approved.
- HOA Committee Mission Statements review/approval
 - a. Architectural and Landscape Committee – OK as written
 - b. Building and Grounds (Maintenance) – ok as written
 - c. Orientation Committee –Title changed to Orientation/Welcome Committee
 - d. Pool Committee –review for approval– see Committee notes.
- Main Room TV service - Status update - Patti Winn/Paul Keitz
 - ACTION: motion by Ken to purchase ROKU for main room, seconded by Jim. All approved.
- Wire Shelving – West Pool room wall - status – Paul Keitz/Ken Carbone completed this.
- Clubhouse carpet cleaning – Billiards room and main hall –Perfect Picture.
 - ACTION: Dan accepted bid for carpet cleaning in the fall for \$400.00 ASAP seconded by Jim. 4 Approved. 1 declined.
 - Look into replacing rug with laminate flooring

- 3267 Abbey water intrusion investigation – formal approval siding removal –preapproved by all 5 members - see Architectural/Landscape under Committees.
- Porretta Results –5135/3205 French Drain to be exposed? -Next steps – No action
- Mailbox Maintenance – Phase 1 – BOD decision – move to next Spring. Look into budget and/or reserves for \$100/mailbox.
- Drainage 3282 Abbey – under Porretta investigation. – Status?
- Carp Replacement – next steps – Ken Carbone
 - DEC still needs to be contacted.
- Scrub/Tree removal/replacement – Bay landscape schedule – Crofton

New Business –

1. Reserve Study – Workshop -Review of Finance Committee’s priorities/determine next steps:
 - Get together as Board to review steps after new board is in place after October election.
2. Roadway around clubhouse circle – Actions – see Property Manager’s notes.
3. Pool use Resolution – relating to clubhouse reservation –
 - Paul motioned to approve resolution that the rental of pool be not available for clubhouse rentals, seconded by Ken. All approved.

Membership Participation -

- Jo Morgan expressed concern about looking into laminate floors for clubhouse rather than just replacing carpet.

Next BOD Meeting –Thur.-Sept 28, 2023 at 10am - via Zoom and clubhouse

Close Meeting at 11:51 am.

DRAFT