

# Villas at Canandaigua

## Board of Directors Meeting

Thursday December 19 , 2024

### Minutes

**Board Members present:** Bob Kayser, Jim McMurray, Patti Winn via Zoom: Paul Keitz and Marty Shepardson

#### **Homeowners/Guests present:**

Ken Carbone, Dieter and Sandra Busch, Dave and Cathy Shepard, Cindy Brink, Thomas Kadlubowski, Chris Wiegand, Paul Bujnicki, Andrew and Barbara Jarzymiecki, Jo Morgan, Bill Frohm Bruce Kovals; via Zoom: Marilyn Hogle, Dan and Judy Kwarta, Tom and Peggy Schrader,

#### **Call to Order**

- Pledge of Allegiance and Moment of Silence
- Acknowledgment of Quorum – Quorum met
- Affirmation of appointment of Marty Shepardson to the Board

**ACTION: Bob motioned to affirm Marty Shepardson, Jim seconded. All approved.**

#### **Addition or Deletions to Agenda by Board members-**

- Bell and Spina Report – Forensic Architecture
- Update from Glenn Gates
- Painting of Fitness Room

#### **Approval of Minutes 10/24/2024**

**ACTION: Jim motioned for approval of minutes for October 24, 2024 minutes, seconded by Bob. All approved.**

**Report of Property Manager - Jim Manetta via written report**

#### **Ongoing/New Business:**

- Waste Management has submitted a proposal to reduce refuse pickup costs by \$225 per month for December, January, February, and March in consideration of the absence of snowbirds. Board has accepted the proposal. The reduction will appear as a credit on the respective month's invoices.
- A 9-month 245K CD was purchased with an APR of 4.3%. Matures 8/27/25

- Revive Cleaning completed cleaning of the clubhouse carpet on December 10th.
- RFPs have been sent to Manel, AGR, Bay, Pinnacle, Precision and Clearly Aquatics as maintenance contracts have expired on other projects are being planned.
- On December 19 @ 9 am, PM is meeting with Porretta Excavating to address drainage issue at the west end of Cheshire Glen.

### Committee Reports -

#### Clubhouse – Cindy Brink

- Almost done with redecoration of the Clubhouse:
  - New credenza needs to be put together
  - Finish selection and framing of artwork for the walls

#### Treasurer's /Finance Committee Report – Paul Keitz

### Current Financial position

Covering November 2024 actuals

#### 1. Treasurer Executive Summary - For November 2024

- Our HOA has a total checking **account** balance of **\$57,180.72** available in our Operating Fund as of the end of November.
- Total Homeowners Maintenance fees collected for November were **\$39,509.00** and paid expenses were **\$36,857.75**.
- Our **HOA** has a total Maintenance Reserve Account of **\$794,390.41** allocated for long term repair/replacement for identified reserve assets. We presently have **\$678,000 in CD's** and **\$116,390.41 in cash reserve savings**.
- Our HOA has a **Total net worth of \$851,571.13** as of closing on **10/31/24**.
- Waste management cost reduction achieved of \$225/month for Dec. Jan. Feb. Mar. based on 22 homeowner's response.
- Our Villas at Canandaigua financial strength remains in a strong position.

### Reserve Study status-Keitz

- Members of Financial Committee met Connie Simmons of Crofton and will meet with him again in January

Members of the finance committee are: Paul Keitz, Pat Barczak, Dieter, Joanna Carbon, Dieter Busch, Joyce Fiorentino, and Barbara Jarzyniecki

Members of the finance committee include: Paul Keitz, Pat Barczak, Joanne Carbone, Dieter Busch,

**Building and Grounds Maintenance – Bob Kayser**

1. Plant and shrub replacement completed
2. Stormwater pipe replacement complete with new grass
3. Preventive maintenance on Clubhouse HVAC and Generator complete
4. Painting Projects
  - Clubhouse complete
  - Doors rescheduled for Spring due to weather
5. 2025 pricing being sought for budget
  - Driveway sealing
  - Tree pruning/fertilizing/Fungus treatment
  - Irrigation controllers and maintenance
  - Mailbox painting and maintenance
6. Volunteers Sought to identify maintenance needs
7. Sidewalk and driveway de-icing

**Pool - Jim Francisco**

- Pool cover will need to be re-ordered and will get an estimate from Precision Pools for next season

**Sunshine –Becky Gavitt**

- No cards or flowers since last update

**Architectural/Landscape -Jim Mc Murray**

- Open Variance Requests – Shepardson

**ACTION: Bob motioned to approve replacement of gutter for Shepardson at 3241 Abbey Road, seconded by Patti. All approved.**

**Old Business**

\*\*Bella and Spina Report – Forensic Architecture. – We have received report and will meet in January to go over recommendations and decide what to insist what to hold WCI responsible for fixing.

## **New Business –**

1. Paint room and ceiling and repair ceiling of equipment room  
\*\*Fitness Room prepping, repainting and fixing of repairs will be \$2665. Cindy will be contacting painter to confirm this and set date to do the work.

2. Update from Glen Gates  
\*\* 3 remaining homes not under contract: 2 Canterbury and 1 Abbey Models.

3. Recommendation to acquire HOA Corporate credit card-Kayser

**ACTION: The Board decided not to pursue this**

4. Recommendation to amend By-Laws to allow for up to 7 Directors-Kayser

**ACTION: Have a TOWN HALL meeting in May to discuss this with community to express the need for leadership. E-mail be sent out in early April**

5. Recommendation to approve street light fixtures-Shepardson

**ACTION: Paul motioned to postpone indefinitely approval of lighting, Patti seconded. Approved by Paul, Patti and Jim. Abstain by Bob and Marty**

## **Membership Participation –**

- Tracy Shay questioned about a phase two for shrub and tree replacement – this will reoccur next year.
- Barb Jarzymiecki expressed concern about bylaws and Robert's Rule – Bob read from document. Barb expressed that she will read them through at home
- Dan Kwarta commented on Excessively high water bill, guidelines for keeping minutes for all meetings, mailboxes and communication

**Adjournment-** Meeting was adjourned at 12:15

**The January BOD meeting will be tentatively held Thursday the 16<sup>th</sup> if needed**