

Board of Managers Meeting-May 2022

May 28 2022 / CALLED TO ORDER AT 11:02 AM (EST)/ Online via GoToMeeting

ATTENDEES

Board: Lee Davies, President * Colleen McCarthy, 1st Vice President * Suzanne Krzeminski, 2nd Vice President * Nanette Bartkowiak, Treasurer * Kimberly Alonge, Secretary * Rick Clawson, Manager * and 13 identified callers on-line: Ballard, Taffy #611 * Bartkowiak, Bob #602 * Gollnitz, Norm & Marilyn #1002* Horn, Bill # 509 * Jones, John & Avery #1102 * Laird, Don #406 * Lazarony, Tony #505 * Mead-Shearing, Lisa #507 * Merlo, Victor, #306 * O'Leary, Mary #409 *Rowe, Sylvia #1007

Please remember to ID yourself when logging in. Missing IDs will be removed from the meeting.

AGENDA

OPEN FORUM FOR GUESTS:

- **McCarthy, Colleen #404** - Thanked Tony Lazarony for his work on rototilling the community garden and for planning to continue through the season.

TREASURER'S REPORT :

- **Nanette Bartkowiak, Treasurer**, reported as of 04/30/22 our total Cash Assets are \$168,859.00. The Cash Assets are broken down as follows: Checking Account at \$93,473.00 and the Reserve/Savings Account at \$75, 376. Accounts Receivables are at \$19,765.00. We have a net income of -\$15,267 which is a big improvement and continues to decrease monthly. There has been a lot of success with owners over 90 days getting caught up and we are showing a total delinquency of \$4,025.75, which Rick and she will continue to watch and work with people. It is understood that circumstances come up and those are being worked out as best as they can. Those who pay regularly and ahead are appreciated as it helps with our budget. Nanette reports that all in all, we are doing well. The Treasurer's report was approved by Colleen and Kimberly, with a 4-0 motion carried, as Suzanne was not yet in attendance at the reading of the Treasurer's Report.

SECRETARY'S REPORT:

- **The Secretary's Report** of the minutes of the April 30, 2022 meeting was approved with motions from Colleen and Nanette with a 4-0 motion carried, as Suzanne was not yet in attendance at the reading of the Secretary's Report.

MANAGER'S REPORT:

- **Election mailing** - Rick reported the June 14, 2022 election mailing was sent out on 5/27/22. It inadvertently refers to three candidates up for election. There are only two, running unopposed, and those two are printed on the ballots.
- **Community Garden** - Rick thanked Tony Lazarony for a great job at the garden area, it looks nice.
- **Suspicious Activity 300 Building** - Rick received a report from a resident by the 300 building last night that someone was racing around with a car. A reminder: If you see any type of suspicious activity, call the Westfield Police or Sheriff's department as it is the best thing to do. Don't try to handle the situation by yourself. If you can, get a license plate number. Make sure your cars are locked at night.

MANAGER'S REPORT: *(continued)*

- **400 Grounds Restoration/Drainage repair** - Scheduled for end of this coming week and is weather permitting. We hope to have this completed along with the vineyard drainage issue, across from the 400 building.
- **Unit Front Sidewalk Repair/replacement proposals** - Three contractors expressed interest in the job and only one did come through. Leamer Masonry and More will complete work in August due to still getting caught up on work due to the pandemic.
- **Pool Opening** - The pool is open and ready for good weather to commence.
- **Tree Removal & Trimming** - Great Lakes Tree Service will start as soon as the lake-side allows heavy trucks in. Right now, the ground is too soft. There are 3 dead Ash trees to be removed as well as low hanging limbs that would obstruct mowing.
- **Board Comments** -
 - Lee: We are making good progress getting things in order and done. Please take note of sidewalks which are all marked in the areas that are rough and will be replaced. This work won't be done until the end of the season due to the limited number of contractors willing and able to do the work. Please be careful when walking on those marked areas.
- **Additional Owner Comments/Questions-**
 - **Lisa Shearing-Meed (#507)** - Requested information for the repair of the lawn at the 500 building where spots are rutted out and water is forming ponds. Rick reported it will be addressed and done at the same time the 400 lawn work is completed.

COMMITTEE REPORTS:

- **Social/Recreation Committee:**
 - See Open Forum for Guests
- **Beautification Committee:**
 - See Open Forum for Guests

OLD BUSINESS:

- **Laundry Update** - Rick reported the new equipment will be delivered on June 8th. There are two new front load washers, two new top load washers and two front load dryers.
 - The payment system to use the washers and dryers will be changed for the new equipment. They will accept not only a payment card but also credit cards. There is apt to be lots of confusion and questions but we will handle each question as they come up. Rick will put the laundry information flier in the June newsletter.
 - We are happy to get these new machines installed. If you are using the existing cards you can trade them in for new cards. The new machines also have an App to allow you to find out if machines are in use before going over. The App will also tell you when your laundry is done. Thank you to Suzanne for your efforts with the new machines.
- **Board Comments** -
 - **Lee** - Explained there is a procedure to cash in old cards if money is left on them, but suggested you try to spend down what is on it. Though you can get cash back on an old card, spending down the card before the new system is in place is the better solution. To get cash back from the old cards, you would need to fill out a form, send the card in, and wait to get your cash back. In addition, a \$5 fee is deducted from your refund for the initial purchase of the old card.
 - **Colleen** - Noted though Suzanne made appreciated efforts to get machines, she would also like to thank Rick for the work he did as he followed up every month to get those machines here and soon installed.

OLD BUSINESS: *(continued - Laundry Update/Board Comments)*

- **Nan** - Reported when read through the App, it was a little confusing. She asked if we should have a couple of go-to people that can be called or run over to help if someone runs into a question or problem with the new machines. Rick said he is usually here and will help. Nanette suggested Rick's contact information be posted in case anyone needs help with the new machines.
- **Lee** - Added, in addition, we will post good instructions on how it all works.

NEW BUSINESS/CORRESPONDENCE:

- **Tree trimming discussion** - The Board received a question regarding trimming trees to enhance views for upper units. Lee stated our policy has been to only remove trees that are damaged, rotted, or diseased as well as or have dangerous limbs. We keep tree limbs trimmed up high enough so the mower is not interfered with but we haven't trimmed upper branches for views. We trim outside of the fence line as well, but that is more about erosion control. We budget for maintaining healthy trees, removing the unhealthy trees, and trimming for mowers.
 - Colleen - Doesn't think we should start trimming up for views because if those limbs are healthy, it could very well affect the health of the entire tree.
 - Kimberly - Agreed with Colleen to keep them healthy and trimmed. She also felt it would be "opening a can of worms" if we started trimming per view requests and asked about the flip side for owners who may prefer the shade that the trees provide. In addition, if limbs are growing inside the unit porch then by all means they should be trimmed to avoid this.
 - Suzanne - Felt the information she sent to the board gave a good overview on how to manage tree trimming branches.
 - Lee - We are also trimming the West end of the property and keeping the area clear of dead/falling trees and limbs.
 - Suzanne - Asked to confirm if the brush on the other side of the lake fence will be trimmed this year. Rick reported, yes, that will be handled by our crew. He added the Moose is generous with the use of the brush hog, which we borrow to take care of clearing brush.
 - Lee - Added: We try to remember where we left off last year along the lake fence and start at opposite end of the fence the following year. The main goal is to keep weight off the bank. We trim what can be trimmed and keep the root systems in place so it doesn't erode and fall into the lake.
- **Annual Meeting/Elections** - June 12, 4:00pm. It is held the same week each year, according to our Bylaws. Election letters have gone out with ballots. Due to copy/paste, there is a typo in the letter, but this doesn't affect vote because the Ballot is correct. There are two running unopposed. The deadline for petition to run has passed thus no one else is eligible to run and there can be no write ins. As long as a vote comes in for each candidate, we know who will be elected. If there are any questions, please give Rick a call.
 - The annual meeting will be virtual. We tried last year to hold a hybrid meeting and it was really hard for those in both meetings to hear. There will be no guest speaker this year.
 - We will hold the Annual meeting and regular Monthly meeting will follow. In between the two meetings, there will be a meeting with the Board members once elected to determine who is going to continue in which capacity. Once that meeting is over, we will come back with the regular Monthly meeting and announce who is serving in what position on the Board.

OPEN FORUM FOR GUESTS:

- **Marilyn Gollnitz (#1002)** -Reported we are going to have a sale in July and that the pool building already has a good start of items for the sale. The sale will run July 21, 22, and 23.
 - Marilyn reported the following regarding the sale:
 - More tables are needed to be brought to the pool building. Rick will have the crew bring some over from the lounge.

OPEN FORUM FOR GUESTS: *(continued - sale)*

- If anyone has anything they need to get rid of, it can be brought to the pool building and

placed in the growing pile of sale items. All money made from the sale goes to the association.

- When sale is finished the Northern Chautauqua Canine Rescue picks up all leftovers for their sale on July 28th.
 - No clothing or books are included in the sale; do not drop off clothing or books.
 - Taffy asked if it was too early to ask residents to save newspapers for wrapping glassware and Marilyn feels it is not too early to do so.
 - Lee reminded residents to feel free to drop off items to sell, but if it is trash or broken, do not bring it over to sell.
 - Rick will place the drop off and sale information in the upcoming newsletter.
 - Colleen reported the proceeds from the last sale went to purchasing the fire pits and that we try to do something extra and fun for the community and not just put in the general fund.
- **Marilyn Gollnitz (#1002)** - Asked for gravel to be spread by the tables where the geraniums work takes place. This year it was quite muddy and gravel would be greatly appreciated. Rick will take care of this for next year. Lee thanked everyone for their work on the geraniums as they look very nice.
 - **Norm Gollnitz (#1002)** - Asked for the picnic tables to be rearranged by the pool building so the regular tables are not blocked in.
 - **John Jones (#1103)** - Asked about the new mower hired this week. Rick reported that he has already quit. Lee reported hopefully Rick can coordinate with Kimberly to get a good high school kid to help with school ending soon.
 - **Victor Merlo (#306)** - Asked how the pool was heated. He remembered when first moved here, the pool was heated and didn't think it was any longer. Lee explained a solar heater was installed a few years ago and that we have had good luck with it. It is a type of recirculating system to which we are sun dependent and it is the only system ever had on the pool. Since we have not had much sun it hasn't gotten real warm yet. Marilyn and Taffy both stated last summer the water temperature was almost 90 many days. We need to wait for more sunshine and it will warm up fast.
 - **Nanette Bartkowiak (#602)** - Reported for the Landscaping Committee that it has been much too wet to do much. She said we have a strong group of people that take care of their areas, but we have many new people that we would like to have involved too. If you like to do landscaping, there are always gardens to work on. We will put information in the newsletter. The committee is aware of people who already do their areas and it all looks great, but some areas still need help. Lee thanked those who already do the landscaping work at their buildings and other areas and made a reminder that there is always room for volunteers on the beautification committee.
 - **Lisa Shearing-Mead (#507)** - Asked if there is a smoking policy around the grounds and in homes. Lee said there is, but we haven't had any issues. Rick reported there is no smoking policy in any of the common areas including pool, lounge, laundry, etc... Smoking is permitted within 30 feet or more away from the buildings that are not in common areas, along with cleaning up your cigarette butts. There is no policy that prohibits smoking inside your unit.
 - **Sylvia Rowe (#1007)** - Asked if there was any news about a new dog park being up soon. Rick replied he is in the process of gathering materials for the new location. The dog park will be smaller and more compact. The crew will get to it when they can as right now they are busy keeping up with mowing. Lee added they decided the snow fence wasn't going to work any more as they get ground up pretty bad with the wind. Rick added we will switch to a wire fence, much like that in the garden area, and it will be

OPEN FORUM FOR GUESTS: *(continued, dog park)*

just a little bit smaller but on the drier side of the field; it will be a little nicer than the snow fence and a permanent fence.

- **Tony Lazarony (#505)** - Reported the work done on the 500 building last year is not holding up very well and asked if someone can come and take a look at it with him. He has noticed the wall of his unit shakes in the wind, there are birds nesting, and things coming down that shouldn't be. He asked if the contractor can come back and fix the issues of what he feels is poor workmanship.
 - Mr. Lazarony also feels there are safety issues with the broken sidewalks destroyed last year as this is a residential community. Mr. Lazarony is concerned about going forward with next year's project. He wants to make sure there is no damage done to the lake side of his condo during the next project as he is still living with the consequences of his door being knocked down during last year's deck replacement. Mr. Lazarony asked if he could be communicated with when the next project starts so he can be there. He just wants to be sure things go smoothly. Lee and Rick will meet with Mr. Lazarony to see the issues he would like addressed. Lee stated the landscaping is scheduled soon and the areas will be regraded to take care of the muddy areas, along with the concrete work to begin in August.
- **Don Laird (#406)**- Asked to circle back regarding trimming branches for view. He supports the Board's decision to let the arborist handle it. Trimming becomes a slippery slope and there are many things to take into consideration, such as conversation. We have a lot of wildlife and they need trees and such. He agrees with trimming the dead limbs, overgrowth and top heavy trees all need to be looked at and handled for safety. He also mentioned the lake side trimming always looks good and helps with
- **Lisa Shearing-Mead (#507)** - Asked about Mr. Lazarony's comments related to the 500 building. She added that five of the staircases are splitting and coming off. Rick will investigate the stairways and tighten the railings. Lee mentioned the stairways are mostly of older material and will work itself loose and will pull away over time. The new materials, like on decks, will last longer. Let us know where there are issues so we can adjust where we can.

NEXT MEETING:

- Sunday, June 12th, at 04:00 PM, via GoToMeeting. This will be our Annual Meeting with the Monthly meeting to follow directly after the Board reorganizes elected officers.

ADJOURNMENT & EXECUTIVE SESSION:

- The meeting was adjourned at 11:50 AM with a motion to adjourn from Nanette and Suzanne. The motion carried 5-0.
- An Executive Session was not held.

Respectfully submitted,
Kimberly A. Alonge, Secretary