

WOOD CREEK HOMEOWNERS ASSOCIATION
Board Meeting Notes Thursday, April 21, 2016
Location and Time – Spiegel Community Center, Room 201, 5:30pm

Call to Order: By President Steve Waite (5:30pm)

Attendance: Directors – (x) John Caufield, () Bob Fien, (x) Karen Gagie,
(x) Tom Glisson, (x) Ginny Quinn, (x) Kate Spencer, (x) Steve Waite

Property Manager - (x) Dan Buccieri

Guests – Those who offered comments are mentioned in the notes, by name. There were additional owners in attendance.

Reminders and President's Comments:

- Next regular Board meeting, Thursday, May 19, 2016, Spiegel Community Center, Room 201, 5:30pm
- 2016 Annual Meeting of WCHOA – June 16, 2016 at 7:00pm, Pittsford Presbyterian Church
- Report on decision of board to reduce size of board from seven to six members
- Ginny Quinn is taking over the Community Web site from Maureen Maloney Robb. Approved.
- Steve offered his compliments on the interest and work of Gary Romig regarding the community's landscaping needs. Ursula Miller concurred.

Variance Committee, Dick Vandenberg (earlier in meeting for convenience of owners interested in variances)

With Conditions – Approved.

- 143 WC – new landscaping around emergency generator
- 129 WC – replace existing patio with paver stone
- 15 WW – install a dryer vent through garage wall
- 16 WW – replace diseased bushes along garage
- 71 CR (Hickey) – install new, rear entry door, also replacement of 2 French doors

Without Conditions (approved by Crofton)

- 129 WC (McDonald) – install new rear entry door. Approved.

Guests & Open forum:

- Comments about open forum subjects at March 17 meeting – none.

New open forum comments

- **Ursula Miller (30 CR)** – re: power washing of decks. Used to be washed and stained every 3 yrs. She is of the opinion that the decks could use some attention. Her suggestion is for the board to consider hiring someone. Steve noted washing is responsibility of owners.
 - Re: salt buckets – they will be removed soon
 - Seeding was done yesterday, but residents were not notified about routine watering.
 - Is there a plan to remove/replace Linden trees and shrubs?
 - Tom Glisson spoke to Tree inventory, and suggestions received from neighbors.
 - Steve Waite spoke to the funds that have been earmarked for landscaping improvements, the landscaping funds will be shown in annual budget
 - Mulching of the main entrance sign? Apparently there is some confusion between landscaping contractors. (Dan will follow up)
 - Speed limit signs? Dan is getting pricing on signs.
- **Emmett Miller (81 CR)** – condition of the retention pond. He recommends the Board take action to revitalize the area.
 - John Caufield provided a general overview and issues associated with the pond

- Tom Glisson recommends we get some expertise from a suitable contactor (he mentioned Sear-Brown, as they were part of the original design).
 - Dick Vandenberg opined that “we” engage a civil engineer.
 - Mike McCardle (75 CR) opined about the drainage area needing repair.
 - Jo Hallagan (77 CR) inquired if the pond can be sprayed for mosquitoes. Town & Country will be consulted about our options.
- *Motion* (Caufield, 83 CR) that the board authorize Crofton (via Dan Buccieri) to discuss the general scope of project with appropriately skilled civil engineers and/or contractors, develop a conceptual plan, along with price and timeline estimates. PM Dan is directed to bring a plan to Board by the June 2016 Board meeting (July meeting as there wilkl be no June meeting) Approved.

Secretary’s Report, John Caufield: Minutes of March 17 Board meeting. Approved.

Property Manager’s Report, Dan Buccieri:

- Tarrah sent out a postcard to community re: One-step lawn care shrub and chemical application
- Romig has nearly completed the mulching throughout the community.
- Genesee Tree is working in the community. They are likely to be removing 2 diseased pine trees at the end of Rainberry.
 - The Tree Inventory will be provided within the next week.
- Town & Country Pest Solutions has submitted a proposal for seasonal pest control (for bees, wasps, and ants). They will be spraying a natural, plant based product (the name of the actual product will be listed in the newsletter) Motion to accept. Approved.
- Crofton recommends hiring an independent engineering firm to conduct random roof inspections – in preparation for the roofing project. Dan recommends hiring Ty Lin International (Rochester). Price will be provided to Board, and a motion will follow.

Treasurer’s Report, Kate Spencer: Presentation of FY2017 budget (with Dan Buccieri)

Budget

- Kate provided a synopsis of the budget and change detail information. Motion to accept - Approved

VP Operations Report, Tom Glisson:

- General overview of the tree survey and the needs will be addressed by priority. Tom will provide a report to the community at the Annual Meeting.

Nominating Committee Report, Tom Glisson:

- George Corella is nominated to open board position
- Ginny Quinn’s name will be put forth for approval by the Community.

Comments, if any, of officers and other directors - none

Unfinished Business:

- Approval of proposed revisions to WCHOA Governmental Process Policies. Draft was provided to Board. Approved
- Report on possible cleanup of drainage pond area – John Caufield summary provided earlier in meeting under *open forum*
- Report on development of emergency preparedness plan – John Caufield - no report
- Follow up discussion of possible advice to owners on home improvements Karen Gagie

New Business:

- Discussion of proposed resolution for approval at June 16 annual meeting requiring board report to owners each year on WCHOA’s long range capital investment plan. Approved.

Adjournment: 7 p.m.

Next Board of Directors Meeting: May 19, 2016, 5:30 pm at the Spiegel Community Center

Executive Session of Directors *“Community First”*