

**WOOD CREEK HOMEOWNERS ASSOCIATION**  
**Meeting Notes: Board Meeting Thursday, August 17, 2017**  
**Hahnemann Club, The Highlands of Pittsford, 5:30 pm**

**Call to Order:** President Tom Glisson

**Attendance:** Directors - T. Glisson, K. Spencer, T. Shay, G. Quinn

**Property Managers:** C. Sears and B. Perdue

**Guests:** S. Waite, J. Lehr Waite, C. and W. Ruby, E. Xydias, C. Fullerton, U. Miller, D. Bellisario, C. Minster, D. Dennison, B. Jabs, B. Fox, E. and M. Miller, M.A. Keegan

**Guests/Open Forum:** Steve Waite, Bill Jabs, Emmett Miller, Carol Fullerton

**Welcome:** Tom Glisson

**Open Forum:**

- Bill Jabs, 123 WC, discussed the Homeowners Survey he has formulated for distribution to each home in early Fall. Discussion of the questions, how to disseminate, tabulate and share results of survey. Volunteers will deliver paper copies to residents, and surveys will be mailed or emailed to those who are out of town if requested. Bill explained results of a similar survey conducted in 2011. T. Glisson thanked him for this service to the community and Board.
- Steve Waite, 159 WC, discussed ways in which the Wood Creek Board can improve:
  - Better communication – informal meetings, survey, more listening sessions
  - Better explanation of roofing plans
  - Board member should visit each new homeowner
  - All residents should be made to feel important, listened to
- Carol Fullerton, 27 CR, passed out photos of three large river birch trees which hang over 27 and 29 CR decks. Requesting that trees be removed or at least severely pruned. T. Shay has asked for an estimate from arborist Gary Rafael (Genesee Tree). A letter has been mailed from Crofton to the homeowner who originally planted the trees with a variance stating that he must take care of the trees or pay to have the HOA have it done.
- Emmett Miller, 81 CR, suggestions for Property Manager and Board:
  - Need to do a “walk-around” twice a year as in previous years. (Walk-arounds are currently being done frequently.) Suggestion: Property Manager send a report to homeowners following the walk-arounds
  - Homeowner’s Insurance – question of updates and appraisals. Barb Perdue – insurance is locked in for three years, but is currently up for review
  - Competitive Bids – if a job or purchase is over \$5,000 it needs to go out for three bids, including snow removal, landscaping, siding, refuse companies, etc. B. Perdue – that is being done.
- Mary Miller, 81 CR, commented that many homeowners do not get variances before making changes to the exterior of their homes, i.e., no mullions in front and side windows. T. Glisson – there is a penalty for that stated in the ByLaws. Jody Lehr

suggested that violators be sent a direct, personal letter instead of the form letter currently being used.

- Note: window mullions, or grilles, may be purchased at Moore Sash and Door, Rochester Colonial, and Anderson Windows.
- Bob Fox, 4 RB, posed questions regarding the Hearing on ByLaws.
- Carol Ruby, 28 CR, inquired about variance turn-around time. Mary Ann Keegan outlined the procedure followed by the Board and Crofton. Turn-around time is about one month. Painting requests are coming up now. Homeowners whose homes are to be painted this cycle will receive a notice.

**Variance Committee:** Mary Keegan offered the following variance requests for approval by the Board:

- 28 CR (Ruby) – Paint front door and side light Black to match shutters. Approved.
- 34 CR (Bender) – Install flower boxes, front window. Approved. Remove two large shrubs front flower bed – Board will discuss with homeowner. No action.
- 64 CR (Frackepohl & Corella) – change the body color of their unit to “Sand Castle” (approved color); the trim to remain the same color it is now. Approved.

**Nominating Committee:** Ginny Quinn reported that two residents have offered to serve on the Board to complete the unexpired terms of J. Caufield and M. MacDonald. The Board was to meet in executive session following this meeting to decide.

**Secretary’s Report:** Minutes of the July 2017 meeting were approved as written.

**Property Manager’s Report:** Christine Sears reported that for the month we are \$686 over budget. Sealing of driveways and road (except Wood Creek) took place August 14-16, with some re-sealing the next day due to rain. Steps to #80, 82 and 84 Creek Ridge began replacement on August 8<sup>th</sup>. Quotes have been received for railings. Stump behind 56 CR will be ground within a few weeks. Siding repairs and painting will begin in late August. Chimney repair needed at 14 Winding Wood; have contacted Eastside Chimney for estimates.

**Treasurer’s Report:** Kate Spencer reported on the \$686 over budget in the first month of new fiscal budget. Discussion of the Long Range Plan – new budget and plan going up on WC website this week. Discussion of problem of collecting late monthly dues from several homeowners. Agreed that a home can’t be sold until this fee is paid. Can be collected at closing. Crofton to contact homeowner after 90 days. Also, from the reserves, approximately \$7,100 was spent for storm sewer and siding materials. These expenditures are within the reserve budget.

**Operations Report:** Tom Shay reported on the road/driveway sealing by Magic Seal; new steps are in, waiting for railings; with Gary from Genesee Tree, identified trees that need to be pruned or taken down. Two Linden tree removals and issue with the birches behind 27 CR.

Crabapple tree at 59 CR has “fire blight” and will be taken down. Jody Lehr Waite suggested a policy regulating lawn decorations, such as gnomes, etc.

The meeting was adjourned at 8 pm.

Respectfully submitted,  
Ginny Quinn

The next Board meeting will be held on **Monday, September 25 at 5:30 pm. Location TBA.**