

Wood Creek Homeowners Association
Meeting Notes: Board meeting, Thursday March 21, 2019
Spiegel Community Center, Room 204

Attendance: Directors: Tom Shay, Howard Cone, Bob Gerace,
Chuck Minster (via phone), Joyce Haag. Ginny Quinn and Will Ruby were absent.
Property Manager: Christine Sears, Crofton

Guests: Emmett Miller, Jody Waite, Phil Lewis,

Meeting called to order by President Tom Shay at 4 pm.

Open Forum:

- Jody Waite spoke about Board norms, including honesty, transparency and accountability.

Secretary's Report: Joyce Haag as acting secretary

The minutes of the February 21, 2019 Board meeting were approved.

The By-laws require the nominating committee to be created 6 months prior to the annual meeting. The nominating committee was created in February and therefore the earliest the Annual meeting may be held is August. A motion was made and seconded to hold the annual meeting on Thursday August 15, 2019 with a location to be determined. The motion was approved

Nominating Committee: Robert Gerace

The committee met and has identified a number of homeowners to approach about their interest in serving on the board. The committee is aware of the schedule for nominations laid out in the by-laws. Nominations will be placed in classes to attempt to make the classes as equal as possible. Bob Gerace suggested the committee would try a personal approach to prospective nominees. The committee is creating a form to capture relevant biographical information about each nominee.

A motion was made and seconded to add Ellen Xydias and Ellen Thiede to the nominating committee. The motion was approved.

Roofing Committee: Joyce Haag

The board and Roofing committee are scheduled to meet with Upstate Roofing on April 10. It is the committee's expectation that Upstate will present their recommendations and suggestions for our roofing project, including timing, scope, cost and length of project.

We also plan to invite Upstate to the Annual meeting in August to be available to answer questions from homeowners.

Treasurer's Report: Howard Cone and Chuck Minster

As approved at the February board meeting, a CD was purchased with \$80,000 of general reserve funds from Bank of California at 2.30 percent, maturing on Sept 9, 2019.

Crofton has been requested to prepare a first draft of the budget by the end of March for the fiscal year July 2019 to June 2020. Christine Sears indicated that if she did not have exact expenditure numbers, she would take last years numbers and increase them by 3%.

Howard Cone and Chuck Minster stated that in order to create a usable annual budget, there needs to be awareness of other items such as – repairs to the pond, retaining wall, sidewalks needs, a plan for trees in the community that need to be removed, and a plan for replacement of old landscaping.

Will Ruby, Joyce Haag and Howard Cone along with Christine Sears and Connie Simmons met with Accent Painting. The board requested that we move from a 5 year to a 6 year painting schedule and consider going to a 7 year schedule if we use Benjamin Moore Stain instead of Sherman Williams stain. We also requested that the same number of units be painted each year, or as close to that as possible in order to have the same expense for painting each year. Accent Painting is preparing a revised schedule for the remainder of its contract and will prepare a schedule comparing the 6 year and 7 year cycles.

It was also suggested that we pay the painter when his services are rendered and not in arrears.

We stressed with the Manager our strong desire that any work orders requested by Homeowners be batched to reduce the cost to the HOA.

Property Manager's Report: Christine Sears

Jonathan Kreider was awarded a contract for chimney repairs at 16 CR and 62 CR.

The Manager presented a contract from Town and Country Pest Solutions for bee spraying for 2019 for \$3102. The board discussed whether this was necessary and concluded not to contract for bee spraying in 2019. If individual Homeowners have an issue, it will be dealt with on a case by case basis.

The Manager has obtained one bid for landscaping from Pin Oak. Moreland's Landscaping has declined to bid. The manager will continue to seek bids from Westside Landscaping, Trimline Landscaping and Zephyr Landscaping.

It was suggested that we try to get one contractor to do both Landscaping and snow plowing.

Crofton asked whether we wanted Crofton to do an overview of the property to see if any siding need to be repaired or replaced. Crofton will charge for this activity. No action was taken.

Variance Committee: Tom Shay for Will Ruby

The board acknowledged that a variance request had been submitted by Ken Frederick for 44 CR to replace 4 windows which was approved by written consent, a copy of the consents are attached to these minutes.

A variance request was submitted by Marilyn MacDonald for 129 WC to add a storm door at the front door. All the paper work was in order and the variance was approved.

A variance request was submitted by Mark Morgans for 10 RB to replace 2 rear windows. All the paperwork was in order and the variance was approved subject to compliance with Policy # 103.

Old Business: Tom Shay

There has been a lot of discussion concerning the variance request from 94 CR for the installation of a generator. Section 7.06 of the Declaration states that if the Board fails to act within 60 days of submission of a variance, then the variance is deemed approved. IN light of this provision, whether the board took action of the variance as some board members recall or did not take any action, the variance was approved in accordance with Wood Creek HOA procedures.

New Business: Tom Shay

- The board is assembling a monthly calendar so that contract renewal and other items are handled at the appropriate time.
- The HOA insurance policy covering casualty and liability was renewed on March 11, 2019 with Travelers through USI, our insurance broker.
- Joyce Haag and Howard Cone reviewed a proposal for imposition of fines and penalties so that there will be more uniform application and an increase in the late payment fine. There was a discussion and Joyce and Howard will bring a final proposal to the April meeting for action.
- Crofton was asked to send out a communication to the community covering 2 topics
 - The annual meeting will be Thursday August 15 at 7 pm, location to be determined.
 - There will be a Listening Session on Thursday April 25 at 7 PM in the Pittsford Public Library, Fisher Room.

Given the use of the HOA website, it was determined that we should keep the website in existence.

Crofton was asked to communicate with Romig that the community does not want mulch to be added this year. Instead we would like Romig to turn over the existing mulch and advise us of the resulting savings in the contract.

Emmett Miller presented to the Board a summary of suggested actions to be taken to improve the life of the pond. The board approved an expenditure of \$624 to remove the stumps along the edge of the pond. A copy of the Pond Report is attached to these minutes.

Meeting adjourned at 6:00 pm.

Respectfully submitted,

Joyce Haag, acting Secretary

