

## **Spring Meadows Board Meeting Minutes January 14, 2019**

**Call to order: 5:56 PM EST**

**Attendees:** Board Members Dave Fallati, Tracey Collins, Mike Lundy, Annette Hufferd, Jeannine Murphy & Todd Evers VP, CYC Realty Mgmt. CO.

**Welcome** Jeanine to the Board.

**Approval of Minutes** – Minutes from November meeting approved. Motion by Dave Fallati, 2<sup>nd</sup> by Mike Lundy, Board approved.

### **Committee Reports:**

**Architectural Committee** - Jeannine Murphy readout - #13 has a front door in place but did not send in the formal request. A letter will be sent from CYC requesting the request form be submitted at this time and reminding them to use the correct process.

#40 appears to have a pipe extending out of the front door to possibly vent a dryer. Todd will check in to this. No request has been filed with the board at this time.

#80 due to liability issues the HOA can't install a railing that has been requested. A letter will be sent to the homeowner advising. They will also be told that they can put in a request to have the work completed by a contractor at their expense and the board will review.

**Compliance Committee** - Shellie Petrie readout-

New documentation template is being discussed to provide booklets to new board members.

Once the homeowner's booklet is completed it will be distributed to each homeowner. There is a shared drive that is used to house all documentation.

Next meeting Jan 23<sup>rd</sup>, 2019.

### **Nominations Committee –**

Pending town of Colonie providing dates for availability.

Date for Spring meeting: We will check May 21<sup>st</sup> or 22<sup>nd</sup> as the 14<sup>th</sup> is not available.

Date for Annual meeting; October 22, 2019 confirmed by town.

### **Communications Committee-**

Dan Cronin is going out of business and the HOA will have to maintain the website. Shellie Petrie volunteered to learn and administer the site for us. Todd will follow up with Dan on this.

HOA would like to put a newsletter out and post to website.

New policies will be posted to this website.

**Open discussion related to alerts and updates**

**Treasures report-** Sunshine has sent an invoice of \$5500.00 for leaf cleanup and removal. We have countered with \$4000.00. We are pending Rich's acceptance.

BDB last invoice is for \$17,000.00 we are countering with \$10,000.00 given they did not do end of year cleanup and a great deal of damage to the grounds when performing grounds work during the year.

Todd shared the year end financials are being completed by Winkler & Winkler our accountants.

A/R report-

When delinquent on dues, the homeowner receives a letter each month reminding them to pay. After the 3<sup>rd</sup> mo. The homeowner receives a demand letter. If this is not paid within 15 days CYC begins process to file lien. Each Lien must be refiled every 6 mo.

If there has been delinquent payments or liens the homeowner will be required to pay all dues with a cashier's check.

**CYC Mgmt. – Todd Evers**

- Roofing inspections and projection report will begin in winter. Todd will be working with STAR as there is no charge for them to inspect the roofs.
- Todd will follow up with #206 related to a \$200.00 charge for an estimate to repair a crack in the foundation. Per bi- laws the HOA is not responsible for the foundation. Todd will request reimbursement to HOA.
- HOA paid 2 bank charges of \$20.00 each due to insufficient funds related to monthly HOA fee by homeowners. The homeowners will be charged these fees. HOA will be reimbursed
- Per Tracey - Boards have been left between #7 and #9 that need to be removed by Capital Painting. Todd will follow up with them.

**Old Business – Todd Evers**

**The Stream** – No change: Todd advised he has spoken with our attorney Greg Dempf and Greg advised we do nothing at this time. Town of Colonie has ownership and is responsible for the maintenance.

**Tree removal** – Davies will be the tree service we use to remove the trees Todd will reach out to get timeframe #39-41 pine, #61 trees cut off sides of house, #62, #65, #120, #186 Oak and Pine, #198-200, #206(driveway).

**Capital Painting** – Pending estimate for 2019 projected staining phase.

- Next phase for staining in 2019 will be for Section 3 & ½ of 12.
- Pressure washing for vinyl homes will take place in 2019. This was not completed in 2018 due to weather.

**New Business – Dave Fallati**

- Calendar of meetings has been adopted \*(subject to change if needed). Pending Town of Colonie approving dates requested for semiannual meetings.

January 14, 2019

February 11, 2019

No meeting in March

April 8, 2019

May 13, 2019

May Semi Annual meeting May 14, 2019

June 10, 2019

No meeting in July

August 12, 2019

September 9, 2109

October 14, 2019

October Semi Annual meeting October 22, 2019 (subject to Town approval)

November 11, 2019

December 9, 2019

**Adjourned** – Motion to adjourn 7:15 PM EST by Dave 2<sup>nd</sup> by Mike and confirmed by all.

**Next Meeting February 11, 2019**