

Spring Meadows Board Meeting Minutes July 8, 2020

Call to order: 5:03 PM EST by Dave Fallati 2nd by Mike Lundy

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

Committee attendees: Pat & Ed Wilday, Frank Walsh

Approval of Minutes – Minutes from June 22, 2019 Motion made by Mike to approve and Dave 2nd. All approved.

Treasures report- Review of current financial report – Todd Evers

- Delinquent dues are being followed up by our legal representation and recovered from outstanding homeowners or liens are being applied against those with outstanding balance based on Spring Meadow HOA By Laws.
- Due to covid -19 there are homeowners that have not paid dues, pending further action after Governors executive orders have expired.

Architectural committee – Jeannine Murphy provided readout

- Pat Carney of Capital Painting work teams are on premise and continue to complete projects as requested by HOA board. Section 12 (cedar) had a great deal of wood rot that is being addressed.
- Sections #5 and #3 have some additional work to on Chimneys is required. Pending estimates on this work and on the facia in the Cedar sections due to wood bees. The facia on the back of the homes was not replaces when the front and sides were.
- Request to have Capital painting replace, update and repair the posts at the end of all cul-de-sacs. Pending estimated time line for this work to be completed.
- #22 letter and exterior change form mailed for new window installation. HOA Board pending documentation for review. Notice that all garage/yard sales must be made to CYC prior to having them.
- #151 letter from CYC to be mailed related to metal rod with material attached to deck.
- #155 2nd letter from CYC to be mailed related to trash containers being left outside for extended period. Subject to fines for failure to comply.

Compliance Committee – Ed Wilday provided readout

- Due to Reynolds group, no longer able to order the awning in the color options in our HOA resolution this will be reevaluated and new options provided to the Board for approval and amended resolution. This will be expedited as we have homeowners pending or decision.
- Ed will provide the final options to the Board and a vote will be taken for selection and resolution will be updated.
- To ensure which color is correct when selecting an awning please contact CYC.
- We have updated policy resolutions that will be mailed with the summer newsletter to each homeowner. The resolutions are also available on line at our website <https://spring-meadow.com/>

Nominations committee – Pat Wilday provided readout

- All board member's seats will expire in October 2020. Pat requested that each member let her know if they intend to run for election. Pat is reviewing how we handle the ballots related to the

seats expired and expiring for this election. Some seats have a one year term other seats will be a two-year term.

- Due to covid 19 all ballots will need to be returned via mail only, date pending. An in-person annual meeting in October is under review. A final decision is pending based on Governor Executive orders and safety guidelines by the CDC.
- We are still looking for community members to participate in committees and on the HOA Board. As of now, we have no new volunteers. If interested contact Todd Evers of CYC Management or any Board Member for more information.

Communications Committee – Tracey Collins provided readout.

Currently working on newsletter to send in July. Will provide final draft to board for review and approval. Thank you, Tracey! for all your support and time spent on this to ensure we communicate timely within our community.

Finance Committee – Jeannine Murphy provided readout.

- Todd will follow up to ensure Charlie did receive the 5 yr budget review to compliment the 5 yr plan and provide projections.

The Committee recommends not moving forward with new projects until the plan is in place.

Internal controls to implement:

- The committee recommends receiving no less than 3 competitive bids for each project.
- The Board Treasurer needs to review all bank reconciliations and sign off as an internal control.
- The Board President and CYC to review Insurance coverage and monitor.
- Board will review 5 yr. proposal and determine how we proceed to ensure fiscal viability as an HOA.
- Pending final review possibility of increase in monthly dues for Spring Meadow HOA has been suggested. The board will review all the data once presented and make a final determination.

Old Business –

- #43 Board vote 3-2 to follow up for removal of the Gazebo. Final request to homeowner to remove the structure.
- #119 & 165 creek issues. Follow up to be provided by Todd Evers related pending new estimate.
- Slope new mailbox section #7– railing approved. Todd will put in work order
- Reseed #122, #132, #134, #136, repair and seed between 152 & 154 This will be done later in the year due to lack of rain and watering to ensure growth.
- 5/24/20 HOA walk around completed to review paving requirements. Pending all estimates for the work required.
- Todd reviewed #45 Haswell Rd to see if they have encroached on HOA property. Todd is going to look at the Tax Maps and get estimates on surveying our property lines.

New Business –

- Pending final submission of new awning colors to board for vote and resolution update.
- Pending final determination on in person Oct annual meeting by HOA Board due to Covid -19
- #56 home for sale
- Todd to follow up on seal coating of driveways replaced in 2019.

Calendar of meetings has been adopted *(subject to change if needed). Pending Town of Colonie approving dates requested for semiannual meetings. Meeting will be held 2nd Wednesday of each month at 6 PM EST.

January 9, 2020

No Meeting February 2020

March 11, 2020

April 8 - No meeting due to Covid 19

Semi Annual Meeting No meeting due to Covid 19

May 18, 2020 Zoom meeting (changed from May 13)

June 22, 2020 Zoom meeting (moved from June 10, 20 due to Covid -19)

July 8, 2020

August 12, 2020

September 9, 2020

October 7, 2020

Annual meeting TBD

November 11, 2020

December 9, 2020

Adjourned – Motion to adjourn 7:03 PM EST by Jeannine Murphy and 2nd Dave Fallati and confirmed by all.

Next Meeting August 12, 2020