Leisure Knoll at Manchester Association
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BOARD OF TRUSTEES
OPEN MEETING MINUTES IN PAC 10:00 AM
AUGUST 11, 2021

I. CALL TO ORDER - The meeting was called to order by Vladimir Kowaliwskyj at 10:00 AM.

II. PLEDGE OF ALLEGIANCE - Led by Vladimir Kowaliwskyj

III. ROLL CALL - In attendance were Vice- President: Vladimir Kowaliwskyj, Treasurer: Karen Ferone, Secretary: Lynn Miller, Trustees: Pat Shinners and Fran Lupico, Community Manager: Mary D'ime and Maintenance Manager: Jack Gregg. Janet Zelinski was an excused absence.

IV. GUEST(s) –N/A

V. REVIEW/APPROVAL OF MINUTES

1. July 14, 2021 - Motion to accept the July 14, 2021 open minutes made by Pat Shinners and seconded by Karen Ferone. Motion passed, 5 approved.

VI.

STATEMENT OF CASH FLOW

AUGUST 11, 2021

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$ 329,192.27	* Included in Total	
		Insur Pckge 9 of 9	$ 10,506.00

Jul-Aug Cable	$ 58, 505.49
Jul Trash	$ 13,681.14
Jul Member Fees	$ 19,000.00
Aug Rsve	$ 68,292.00
Aug Lawn	$ 62,411.00

Reserves	$	- 0 -	* Included in Total
Lawn & Snow	$	133,043.57	* Included in Total
		Jul Lawn	$ 66,497.85
		Aug Lawn	$ 66,545.72

BALANCES AS OF August 6, 2021			CD's - RESERVES		
Operating	$	703,793.53	$ 240,000.00	0.050 %	8/21
Reserves	$	1,835,399.19	$ 180,000.00	0.050 %	9/21
Lawn & Snow	$	728,926.01	$ 200,000.00	0.050 %	12/21
			$ 100,000.00	0.050 %	2/22

*Invoices of $ 10,000. 00 or more

VII. PRESIDENT'S REPORT- Vlad reminded the audience of Bill Scarpone's memorial on Monday and mass on Tuesday. We will keep the flags at half-staff in honor of Bill Scarpone. Vlad also reminded the residents that we should shower before we go into the pool so the sun screen doesn't leave residue around the rim of the pool

VIII. MANAGERS' REPORT – Mary stated following last week's proposed budget meeting last week, we made a couple of changes to some of the line items.

1. Street lighting line item– unclear- really meant the electric service to the street lights.
2. Electric line item- to serve the common properties and buildings
3. Description of Attorney Fees- retainer we pay quarterly to the attorney firm includes the attorney coming once a year to our annual meeting.

Another question that was raised was how much was collected this fiscal year in past due accounts. As of July, it was just shy of $100,000.
Important dates coming up

1. Lakeside Lodge information meeting at 7:00 PM in the PAC. Both the attorney and auditor have been asked to attend. Will discuss the prior and current expansion project as well as Q&As.
2. We are also collecting questions for the candidates. A lock box in located in Timberland Hall and another box is located in the Association office in Lakeside Lodge. We will collect these questions up until 8/20. Candidates night is 8/26 7PM in the PAC
3. Starting to accept absentee ballots. Voting date is 9/7. Polls are open are 3-7. The voting committee starts to count the ballots at 7 PM.

IX. MOTIONS

1. Approval of Proposed Budget for FY October 1, 2021 – September 30, 2022 - Motion to accept the Proposed Budget for FY October 1, 2021-September 30, 2022 as prepared and submitted by the Budget & Finance Committee and presented to the community at the informational meeting on August 5, 2021 made by Karen Ferone and seconded by Fran Lupico. Motion passed, 5 approved. Phil Falzarano wants it to go on record that this open meeting is not the official meeting for the proposed budget.
2. Approval of Proposal from Down to Earth Landscaping for Landscape/Snow 2021-2024 Seasons - Motion to accept the Proposal from Down to Earth Landscaping for Landscape/Snow 2021-2024 Seasons made Karen Ferone and seconded by Fran Lupico. Motion passed, 5 approved.
   Pat made a notation that the Down to Earth proposal included no increases for the first two years and an increase in the third year.
3. Approval of Revised Rules & Regulations; June, 2021 - Motion to accept the Revised Rules & Regulations; June, 2021 made by Lynn Miller and seconded by Karen Ferone. Motion passed, 5 approved.

X. COMMITTEE REPORTS – Phyllis Hanna, Director of Activities Committee brought us up to date on a few things. Our second newcomers' social is coming up shortly. The attendees are by invitation only and 65 residents are coming to the next event. The new residents introduce themselves and are invited to meet and greet with our clubs and activities. This method has been successful and will continue in this manner in the future. If anyone is interested in starting a club or committee, they should contact Phyllis Hanna. Right now, working with one building, it's been very tight trying to place all these activities in one building. Phyllis will try to place an event wherever there is an opening.

XI. OLD BUSINESS – N/A

XII. NEW BUSINESS - Pat stated this is the last open meeting for this current board. Come September, we will have 3 new faces and Pat wanted to recognize Fran Lupico. She has served 6 years on the board; 4 years as secretary and has been an integral part of the renovation of Timberland Hall. The Board appreciates all her efforts on behalf of the community. Fran also runs her "Love Your Bones" class which starts in the fall which she has run for 18 years.

XIII. ADJOURNMENT – A motion to adjourn the meeting was made by Pat Shinners and seconded by Karen Ferone. Meeting adjourned by 10:25 AM.

XIV. OPEN FORUM

1. William Nothnagel, 57 Red Hill- to buy a home in here, does one of the owners on the deed have to be 55? Mary clarified that a person who lives here has to be 55+, not the owner.
2. Phyllis Brettschneider , 15 Hastings- how is the resident supposed to mail in the ballot without an envelope. The office will have a supply of envelopes to assist any residents that need them.

3. Geoffrey Sharp, 32 Greenwich- about 2 years ago, Geoff mentioned stop signs. Down in Florida, they added stop signs with red lights flickering around conducted by solar and speeding had slowed down. Can they be put in here in some high traffic areas? It will be noted and brought back to the board.
4. Philip Falzarano, 3 Durham - Phil was interested in asking questions regarding the budget. At the night of the budget meeting presented by Karen and Mary, Phil asked if this was an open board meeting or special meeting. Phil was told it was neither. According to our bylaws, Article V, Section 11, paragraph Q, the Board of Trustees shall prepare and adopt an annual budget for discussion during an open meeting with the members not less than 30 less prior to the end of the prior fiscal year. Phil states we did not read that right and why? Why do we avoid the Bylaws? Vlad stated this is not the meeting to discuss the budget and the Bylaws are not ignored.
5. Gail Noonan, 76 Red Hill- by virtue of the fact that all the members were here, it was an open meeting. If it wasn't an open meeting, nobody would have attended. It would have been behind closed doors in the Board room.
6. Leslie Terjesen, 94 Red Hill- Leslie was asking why there are no emergency exits in the card room, library, etc. She suggested that this be looked into.
7. Nancy Volk, 23 Maidstone – Nancy asked has it ever been looked at digitizing our paper work? Pat Shinners stated we started a project a year and a half ago. All of our residents files are scanned onto a separate drive. Unfortunately with COVID, we had to have all the paper for tracking purposes.
8. Leslie Terjesen, 94 Red Hill- Leslie stated it's a long walk and may be difficult for some residents to reach the restroom from the pool plus the floor inside is tiled. It was discussed some time ago to change the outside shower area into a restroom. The Board will take it under advisement.

9. Nancy Volk, 23 Maidstone- Nancy asked if the Board would consider looking into continuing the walkway so people can continue walking around the lake. Mary is going to complete that in the fall.
10. Chris Farrell, 126 Buckingham- it was noticed that now since the doorway to the tennis courts is in a different location, there is no sidewalk leading up to the doorway. Could a sidewalk be added leading to the door? The Board will take a look at that.
11. Jeanine Munger, 2 Edgeware- Pursuant to Article III, section 4. It will be necessary to call a special meeting of the members of the association upon presentation to the Secretary of a petition signed by 20% of members in good standing. The petition was presented to Lynn Miller, Secretary.
12. Linda Murray, 1 Banbury- with regards to the small fishing dock we are in the process of redoing, this wasn't included as part of the proposal when we did the original gazebo. Wouldn't it have been financially better to include the small dock at that time? Pat Shinners said the gazebo was a 5 year project and the smaller dock wasn't in need of repair at that time. We did receive 3 bids, 2 were very close and we went with Extreme Marine who also did the gazebo.

Meeting adjourned 10:46 AM

Respectively submitted,

Lynn Miller

Lynn Miller,
Secretary