**DRUMLINS HOMEOWNERS ASSOCIATION**

**BOARD MEETING MINUTES**

**September 10, 2018**

**Present: Ron Uhlig** **Others:** Rick Thomas

 **Barb Starr**

 **Mary Lightsey excused**

 **Bob Lowenthal**

 **Jim Myers**

The meeting was held at 6 Medford Way beginning at 4:10PM.

**Approval of Minutes of past meeting:** The 8/20/18 minutes were reviewed. Jim Myers made a motion to accept the minutes, seconded by Barb Starr. Approved by all.

**Manager’s Report:** Rick Thomas reviewed the August 2018 operating funds. See the attached report for the details on the checking and savings accounts as of 8/31/18. The Disbursements report for August 2018 was reviewed. A total of $20,484.75 was disbursed consisting of $7,037 deposited to the roof and general reserve account, $51.73 for administration, $1,468 for insurance, $1,358.50 to Crofton Perdue as per management contract, $1,923.45 for contracted repairs, $7,817.34 for landscaping consisting of mowing, spring cleanup, mulch, pruning and plant removal and $504.31 for plant removal. For 3 months, the budget was $62,566.55 with actual expenditures of $66,168.72. Landscaping is $7,700 above budget since the bulk of the work is done during these summer months.

The board discussed ways to more accurately account for monthly expenditures as compared to the budget. One idea is for the treasurer and board to work closely with Property Management during the budget process with the objective of more detail within the large expenditures items, such as landscaping, insurance and contracted expenses. This would provide the board with a framework for paying the normal expenses and should provide some room to perform unanticipated expenses. Jim prepared a sheet covering the unbudgeted expenditures for road dedication and power washing. These expenses will be paid out of the general reserve funds. Jim plans on discussing his ideas with the Property Manager.

Rick presented the past due list as of 8/31/18 and it has 3 names presently. One is on for the third consecutive month and we sent a letter to this homeowner last month stating that payment was due immediately and no response was made. Rick will stop there after this meeting to have an in person conversation. Also, Rick will send a letter stating that a lien will be filed against the property if payment is not received by 9/15.

**Old Business:**

**Side Yard Erosion at 17 Medford Way-Wayne Klumpp**: With all of the recent rain, the ground is too soft to bring in a backhoe to start the project. Mr. Klumpp said it would start sometime in the fall.

**Dedication of partial roads in Drumlins:** Ron spoke to Reid Holter about title to the property to be dedicated because there is a small triangle space owned by Marilyn Mann at 1 Medford that needs to be deeded to the HOA so that it can be deeded to the Village. Holter stated that it was a requirement. The board also agreed to hold a meeting on October 15 or 16 at the Victor Farmington Library for all Drumlin owners to discuss and attempt to obtain the 75% of the owners, which is 42 of the 55, needed to allow for the transfer of the roadways to the Village. Property Manager will send out the meeting announcement once the details are finalized with an outline of what is being requested. Also, there was discussion about the need to have home mortgage lenders approve of the transfer. Bob will be contacting Scott Falvey, attorney, to determine if homeowners’ mortgagees need to approve of this transfer. Falvey will also order an abstract for the HOA property. Paul Kocher, surveyor, has sent the board a contract for preparing the survey map and documentation needed for the transfer. He has estimated his fee at $3,000 with $1,500 required for deposit. A motion was made by Jim to accept the contract and make the deposit payment of $1,500. Ron seconded the motion and all approved it.

The guest area parking located near the corner of Wellington and Brookline lost a fir tree. The stump is located very close to electrical lines and transformer and thus cannot be easily ground down. The board is giving consideration to landscaping around the area to hide the stump until it decays.

Rick has obtained one garage door quote from Falluca Overhead Door and will try to get a second quote.

The board discussed the numerous requests for gutter cleaning during the year. The HOA has the gutters cleaned twice a year, but some homes have more trees that shed leaves into their gutters. We may try gutter guards to stem the problem.

Variance for 1258 Wellington Drive: The board discussed this further and decided that it presents added liability to the HOA for future roof repair and replacement. We researched local HOAs for their experience with solar panels and there are none currently in operation. Ron made a motion to deny the request, seconded by Jim, and approved by all. Rick will send a letter to the homeowner covering the decision.

The board reviewed the Action List and we complimented Rick on getting so many of them completed.

Barb discussed landscaping items needing attention. We had discussed removal of 4 trees, but there are a number of trees that need trimming. Our dollars will be directed to trimming and Rick will discuss with Ed LaPore to obtain a cost estimate and time frame. Barb is working on revision of the landscape sections of the Homeowner’s Guide and will provide it to the board soon. Bob is working on the Guide as well and we will coordinate our efforts.

**New Business:**

Ron presented a revised Deck Policy for review and discussion. A few modifications were made and the hope is that by our next board meeting, this policy will be finalized.

On October 25, there is a Community Association Institute-WNY Rochester Trade Show at the Burgundy Basin Inn. The Show provides information on best practices for HOAs. The cost is $40 per person. Bob made a motion supporting up to 3 board members to attend this Show. The motion was seconded by Jim and approved by all.

**Meeting Adjourned:** At 6:20pm Bob made a motion, Jim seconded, to adjourn the meeting.

Our next meetings are set for October 15, November 19 and December 17 at 4pm at 6 Medford Way.

**Respectfully Submitted:**

**Bob Lowenthal, Secretary**