



Rosepark Cottages HOA Board of Directors Meeting October 24, 2019

Meeting held at 335 Walker Drive

Attending: Dave Stowell, Mike Belle-Isle, Jim Mroczek, Martha Unrath, Jim Manetta, and Tim Reed

Meeting called to order at 1:32 PM

1. Review of minutes of September 5, 2019. Motion by Martha Unrath and seconded by Mike Belle-Isle to accept. Unanimously accepted.
2. As Laura Dulski submitted her resignation there is a board vacancy. Motion by Mike Belle-Isle and seconded by Martha Unrath to appoint Tim Reed to fill the vacancy through December 31. All approved.
3. Jane O'Brien was the sole person to express interest in filling Laura's seat beginning January 1 when Tim Reed's election to the board to fill Mike Belle-Isle's seat becomes effective. Moved by Mike Belle-Isle and seconded by Martha Unrath to appoint Jane to serve out the remainder of Laura's term (through December 2020). All approved.
4. Financial Report: Jim Manetta summarized the September financials. We are under budget in all categories except for taxes. Repairs and supplies were high this month due to adding the catch basin in front of 339 Walker and for the crack sealing work done. Motion by Jim Mroczak and seconded by Mike Belle-Isle to approve. All approved.
5. Manager's Report: the catch basin appears to be working well and the crack sealing was completed as specified. Jim met with Todd Bussey of Johnson Equipment to review our snowplow contact specifications. Jim moved \$25,000 from the checking account to an operational savings account as previously directed by the Board. He has the list ready for replacement and removal of dead bushes and this work will occur in November.
6. Review of Roofing Assessment/Estimate: Jim Manetta states our finances are in excellent shape and there should be no concerns about our ability to finance a total roofing replacement project over the next 10 years. We need additional information from

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Upstate Roofing and Jim Manetta will seek bids from two other roofers. Moved by Jim Mroczek and seconded by Tim Reed to form a committee to fully explore and bring a plan to the board for discussion and approval based on the condition of each roof for replacement. Condition will be the deciding factor and not age. Project anticipated to begin in 2020. All approved. Jim Mroczek and Tim Reed will be part of the committee and Dave will reach out to two additional community members suggested by the board.

7. Review and approval of 2020 Budget: the budget proposed by Jim Manetta is based on our actual expenditures this year as well as known increased expenses next year. There is a less than 1% increase over our current budget and a proposed increase of \$3.00 per month in HOA dues to \$191.00 for larger units and \$185.00 for smaller units. Moved by Jim Mroczek and seconded by Martha Unrath to approve. All approved.

8. Old/New Business:

A. Moved by Dave Stowell and seconded by Mike Belle-Isle to approve reimbursement to Jim Mroczek of \$50.00 for two Wegman's gift cards for two new homeowners on Hawley.

B. Wording was done in the homeowner's handbook to clarify that a variance request is required to plant in the common areas and it is the homeowner's responsibility to pay for, maintain and replace if necessary. The association would trim when necessary. These approved variances become a part of the records and a copy is on the website and included for a new homeowner so that they are aware of their responsibilities.

C. Additional updates to the homeowner's manual will be done to the board members and to move streetlights to an HOA responsibility. Jim Manetta suggests that the matrix be reviewed annually.

D. Landscaping shrub replacement will be done in November per the list of items provided by the grounds committee.

E. The next meeting will be on Thursday, January 16, 2020 at 1:00 PM at 308 Walker.

With no further business to discuss, motion made by Dave Stowell and seconded by Jim Mroczek to adjourn. Meeting adjourned at 2:54 pm.

Minutes prepared by Martha Unrath