



Roundtree Homeowners Association, Inc.
Established 1973
Fairport, NY

Subject	Roundtree Homeowners Association Inc. Board Meeting Minutes	Date	10/17/16
Board Attendees	Scott McElhearn, Cindy Platteter, Dick Martin, Jeff Levy		
Absent	Nancy Cook		
Realty Performance Attendees	Michelle Stark		
Other Attendees	Mike & Sharon Lewinski		

Meeting time and location:

Start time: 7:08 PM End time: 7:48 PM

Location: Fairport High School

Next meeting: November 21, 2016

Meeting minutes from the September 2016 meeting will be reviewed at the November meeting.

Treasurer's Report/Manager's Report:

- Year to date the General Operating Fund is less than \$200 over budget and the Private Drive Operating Fund is \$2,300 under budget.
- Financials were approved as presented.
- No new work orders.

Pool Report:

- Cindy reviewed the pool season with the additional of Marci & Deborah to the staff
 - Overall the season went very well
 - Room for improvement next year with swim lessons being taught by Marci
 - Deborah was a huge help and understands the pump room
 - When staffing was tight near end of season Marci was able to use lifeguards from other pools she works with and we were able to fill the schedule with their assistance
- Next year Design Pool and Spa will do a repair patch to the pool, they will need to drain the pool first, it was discussed that the local Fire Department might be able to assist with refilling the pool for a donation.
- Pump repair work is scheduled for the Spring and will be completed by Design Pool and Spa

Private Drive Report:

- Private Drives F & J were sealed by Magic Seal, work looks great.

Old Business:

- CPI Index – was at .0 for the month of July 2016
- A draft amendment for changing the requirement for assessment fees needing to follow the CPI for the month of July will be reviewed by Ron Shubert of Phillips Lytle

New Business:

- Cabana Updates – quotes are in progress with updates to the entire cabana including both bathrooms, the main area and the exterior. Final recommendations and quotes will be presented to the Board for review.



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- Draft Budget – Cindy motioned, Scott seconded, all in favor to approve draft that was presented at last month’s meeting as the approved budget for fiscal year 2016-2017. It was noted that the budget is as tight as possible with the CPI Index not changing.

Homeowners Concerns:

- Mike & Sharon Lewinski brought up the follow concerns/questions:
 - Requested the Board approve and post meeting minutes within 2 weeks of the meeting date instead of waiting until the following months meeting. Board will continue to use standard procedure of approving at following meeting.
 - With the delay in minutes being approved, the next meeting date isn’t seen online and instead have to call RPG’s office for the schedule. Meetings are typically the 3rd Monday of the month unless otherwise noted. Board requested RPG post meeting date on webpage.
 - Homeowners aren’t aware of items that are being discussed at each meeting because an agenda is not posted anywhere. Board requested RPG post proposed agenda on webpage.
 - Which offices are up for election in the Spring? RPG explained offices are not up for election but rather open board seats. Three seats will be up for election in the Spring.
 - What is the process for running for the Board? RPG will send out a Board Solicitation letter approximately 2 months prior to the Annual Meeting.