

Subject	Roundtree Homeowners Association Inc. Board Meeting Minutes	Date	5/21/18
Board Attendees	Scott McElhearn, Cindy Platteter, Dick Martin, Jeff Levy		
Absent	Nancy Cook		
Realty Performance Attendees	Michelle Stark		
Other Attendees	N/A		

**Meeting time and location:**

Start time: 7:00 PM      End time: 8:05 PM      Location: Fairport HS – room 510  
 Next meeting: June 11, 2018

**Minutes of Previous Meeting:**

- Awaiting draft of April meeting minutes for review

**Treasurer’s Report/Manager’s Report:**

- Final copies of the Audit were distributed to Board Members
- Year to date the General Operating Fund is approximately \$6,780 over budget. Private Drive Operating Fund is approximately \$1,265 under budget.
- Financials were approved as presented. Scott motioned, Cindy seconded, all approved.
- There was one work order for a mailbox post to be secured.

**Pool Report:**

- 12 lifeguards from last season will return, 3 new lifeguards have been added
- 3 showed interest in being the head guard, after interviews, Vincent Samson was once again appointed to the head guard position
- All lifeguards were given new payroll documents due to a new payroll company for RPG
- Lifeguard meeting is scheduled for Thursday, May 24 at 4:30pm
- Pool hours have been updated on the pool rules document and online
- Pool party cost is \$60 for a 2-hour party with 12 swimmers
- Dale met with Professional Pools to get the pool up and running, since then Deborah has been maintaining the pool room and is getting paid \$14.50/hour and approx. 10-12 hours a week
- Marci will continue to oversee the swim lessons and swim team
- Michelle will generate a work order to test the lights on the outside of the cabana

**Private Drive Report:**

- All lawn repairs have been completed
- An assessment of the conditions of the drives will be completed by both Dick and Michelle

**Old Business:**

- Special Assessment – a letter was mailed to the community outlining the payment options for the special assessment, payments to begin July 1, 2018

**New Business:**

- Annual Meeting Follow Up – discussion was had regarding ways to increase the monthly assessment. Declarations allow for a community vote for a 1-time increase. Other suggestions were amending the Declaration to have a budget vote similar to the school budget. Both options would require a Special Meeting of the Association.
- Newsletter – Cindy will draft a newsletter to be sent out ASAP. Items to be included: a note from the President, special assessment update, pool update, private drive update and future Board meeting dates.