

Devonshire Homeowners Association, Inc.
BOARD OF DIRECTORS MEETING
March 11, 2019 – 6:30 pm
400 Linden Oaks Rochester NY

Attendees:

Michelle Stark - Realty Performance Group - Property Manager
Lourdes Lerch - Devonshire HOA Vice-President
Sue Kleeh - Devonshire HOA Treasurer
Kathleen Bailey - Devonshire HOA Secretary

Minutes

1. Call to Order - Lourdes called meeting to order - 6:33pm
2. Approve Minutes of Previous Meetings - February minutes were not approved. Will revisit at April meeting. RE: Insurance renewal notes
3. Financial/Treasurer's Report -
 - a. Reviewed Budget Comparison - Payroll Expense line item - over, Repairs & Maintenance deficit - no previous line item. Will offset in long run.
 - b. Geoff Cannon - snow removal -paid - 10% held until lawn repair completed. Leaf cleanup not completed on Courtshire. Landscape Contract signed. Geoff will be out cleaning up branches. Discussed Devonshire property lines. Michelle pulled Map off Monroe County website - will review during spring walk thru
 - c. Legal - \$75.00 release of lein
 - d. Accounting fees - Audit hit this month due to delay in change of Management Co - will balance out for 2019
 - e. Insurance over due to D&O and Umbrella paid in full, Package - deposit & 1st install paid, next installment due April 2019. Will balance through 2019.
 - f. Trash payment over due to payment missed by Crofton.
 - g. Maintenance reserve \$19,500 monthly
4. Maintenance Report- 3 light issues. 1 Siding repair. 34 Courtshire has siding loose - it has been called in.
5. Old Business
 - a. Concrete Steps - No response from Domicello - they did not sign for the registered letter. Michelle will put out to bid for repairs. Domicello will be held accountable for repair costs. Town of Penfield may be a source to reach out for help. No recourse from Crofton signing off on check without inspecting work.
 - b. Update on Transition of files -Bob will pick up check for balance left in account at Canandaigua National Bank from Crofton/ Barb Perdue - Barb said she mailed check in December 2018. \$2,826 prior balance - \$17.00 Service fee taken out for Jan & Feb.
6. New Business
 - a. Variances - 38 Devonshire - new sliding patio doors - will send request
 - b. Fireblight Treatment - Bartlett Pear Trees treatment to suppress disease - another treatment needed. Bartlett Tree Service contacted Michelle - said they had contract, they send copy to Michelle today- just a proposal - Michelle will check to see if trees were ever trimmed after treatment. Bartlett Pear 61 trees @ \$75 quoted. Monster Tree quoted 84 trees? \$ 105.00.
 - c. Devonshire Front door painting (68 doors) - Michelle has colors picked - will get bids for front door, kick plate & garage door Gave Michelle proposal from Accent painting. Brown paint stored. Contractor will make appointments with homeowners.
 - d. Agenda for Town Hall Meeting - announcement post card to go out. Intro Michelle, Audit passed out, talk about Financials, summer projects, open to Homeowners (they are allowed to see documents by scheduling appt with RPG) Talk about Spring walk thru. Food/Beverage provided by RPG. RPG will pick up key 3 days prior.
 - e. Travelers Insurance loss control walk thru - Daniel Frye
 - f. Magnets - 12 each
7. Homeowner Concerns - snowplow driveway missed - 78 Courtshire
Homeowner sent email regarding payment not going to correct property manager.
8. Executive Session - none
 - a. Delinquencies- reviewed - Michelle started calling/email homeowners 3-4 months behind - obvious not set up through ACH with RPG - sending out new ACH forms
4 units have various issue

2 Units - will send 5 day notice out
b. Violations - none

9. Adjournment

Meeting adjourned at 7:35pm by Lourdes

Next board meeting 4/9/19 6:30 at Harris Whalen Lodge Park prior to Town Hall meeting