

**Devonshire Homeowners Association, Inc.**  
**BOARD OF DIRECTORS MEETING**  
August 12 – 5:30 pm  
16 Devonshire Circle. Penfield NY

Attendees:

Julie McDonald - Realty Performance Group - Property Manager  
Robert Marvin - Realty Performance Group - called in to meeting  
Sue Kleeh - Devonshire HOA President  
Kathleen Bailey - Devonshire HOA Secretary  
Alexis Wiktorski - Devonshire HOA Treasurer

Minutes

1. Call to Order - Sue called meeting to order - 5:33 pm
2. Approve Minutes - July minutes approved by Sue - 2nd by Alexis
3. Financial/Treasurer's Report -
  - a. Reviewed Budget Comparison - operating income \$417,347, \$3,673 more than budget, Expenses \$25,678 \$12,773 more than budget. Net Income \$5,113 better than budget. Reserve expenditures for July \$25,488 (power wash) Monthly inquire to match Work order Maintenance/Payroll expense with payment. RPG is working with Yardi Property Management software to add function to current program - no change  
Sue inquired about the difference for Repairs & Maintenance under Budget Comparison \$3,812.46 and Expense Distribution \$2,883.30 - Julie will research.
5. Management Report - Projects
  - a. Finger Lakes Tree - Bob will address with Forrest \$3,570.75 deposit paid- How many Pear Trees topped?
  - b. Bids for Tree work with Birchcrest, Daniels Tree, Ed Lenore-no response - Kathleen will provide updated tree list to Julie. Julie will check with both to see when available. Bids were similar.
  - c. SP of NY - Driveway sealing will begin 8/18/20
  - d. Sons & Painting contracted for privacy fence painting - start date 9/7/20 - Contractor tested color
  - e. Basketball hoop-Board approved SVN to install \$1,700 Other contractors contacted too small job, no response/insurance
  - f. Door Painting - Son's Painting & Mac Stringer - Projects Phase I Courtshire (88 doors) Phase II Courtshire Circle/ Camberley (84 Doors)
  - g. Spring Walk Around with RPG - set to begin siding repair/roof moss cleaning/misc bldg repair
  - h. Town of Penfield has requested permit for shed - none on file - may have to move if not approved
6. Old Business -
  - a. Annual Meeting cancelled due to Town Covid waiver requirements - August 24th Harris-Whalen Park Pen-field Ballot/Proxy forms mailed to homeowners - some have been returned to date  
Alexis Wiktorski will resign in August
7. New Business
  - a. Variance - 1 Courtshire - front door paint - change color - approved
  - b. Variance - 154 Courtshire - stain deck - approved
  - c. Variance - 140 Courtshire - stain deck - approved
  - d. Variance - 19 Courtshire - Replace deck -approved
  - e. Variance - 177 Courtshire - replace/add bush in garden area - approved
  - f. Variance - 152 Courtshire - brick pavers - approved
  - g. Variance - 21 Camberley - plants - approved
  - h. Variance - 95 Devonshire - Garage door - approved
  - i. Variance - 1 Devonshire - fence for pool - approved
  - j. Variance - 67 Devonshire - replace deck - approved
  - k. 68 Courtshire mailbox hit - needs to be replaced
  - l. 90 Courtshire door stained from power washing - needs to be painted
  - m. Power Washing damage-trim door paint/vent broken/GFI tripped - RPG addressed
8. Homeowner Concerns
  - a. 80 Courtshire landscaping concerns - spoke with Bob Marvin

9. Executive Session

a. Delinquencies - \$4,998 Total 0-30 Days \$180 31-60 Days 0 61-90 \$1,448 >90 Days \$2,562 12 Homeowners

10. Adjournment

Meeting adjourned at 7:20 pm by Sue

Sunday, August 16, 2020