

**Devonshire Homeowners Association, Inc.**  
**BOARD OF DIRECTORS MEETING**  
**September 9 – 5:30 pm**  
**16 Devonshire Circle. Penfield NY**

**Attendees:**

Julie McDonald - Realty Performance Group - Property Manager  
Sue Kleeh - Devonshire HOA President  
Kathleen Bailey - Devonshire HOA Secretary  
Lesanne Pfuntner - Board Appointment - no quorum 54 mail in ballots

**Minutes**

1. Call to Order - Sue called meeting to order - 5:32 pm
2. Approve Minutes - August minutes approved by Sue - 2nd by Kathleen
3. Financial/Treasurer's Report -
  - a. Reviewed Budget Comparison - operating income \$43,915, \$241.00 more than budget, Expenses \$30,176 \$3,725 more than budget. Net Income -\$2,817 worse than budget by \$3,484. Reserve expenditures \$41,571 for Driveway resurface and capital improvement RPG project fee.  
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 - Bob is still working with app company.  
Sue inquired in August difference for Repairs & Maintenance under Budget Comparison \$3,812.46 and Expense Distribution \$2,883.30 - \$919.16 difference due to June invoices paid in July.
4. Management Report - Projects
  - a. Finger Lakes Tree - Forrest email Bob \$3,570.75 deposit paid - work completed total \$2,625 & \$2,592?
  - b. Bids for Tree work Daniels Tree contract signed - need final cost with revisions. Completion date 12/31/20
  - c. SP of NY - Driveway sealing completed - with vehicle moved from overflow parking, not done across from 63 CP
  - d. Sons & Painting - Privacy Fence stain started 9/3/20
  - e. Basketball hoop permanent install - week of 9/14/20. Julie will email HO's on portable basketball hoops before removal.
  - f. Door Painting-Mac Stringer - Camberley/Courtshire (104 doors - garage/white) Board approved Courtshire Circle (62 doors garage/cream) - Julie will send out interior door colors to HO's and notify Mac Stringer.
  - g. Spring Walk Around with RPG - work in progress - ex siding repairs
  - h. Town of Penfield has requested permit for shed - RPG completing - Discussed asking if grandfathered in?
  - i. Gazebo repair - not to exceed \$850 - hold off for Spring 2021 Project - Picnic pavilion discussion - large enough for 8 picnic tables for Community use - meetings - events.
  - j. Spring 2021 Project - paint front porches - repair as necessary
  - k. Gutter cleaning bids - JG Cleaners \$5,805, Empire \$7,452, Penfield Windows \$10,960 - wait for KV Enterprise Bid
5. Old Business -
  - a. Annual Meeting cancelled due to Town Covid waiver requirements - 54 Mail ballots - no quorum - Board appointed Lesanne Pfuntner.
  - b. Revisit Devonshire Rules & Regulations/Responsibility Matrix - add reference to back steps (HO responsibility) and Fire Pits not allowed on deck
6. New Business
  - a. Variance - 17 Courtshire - French doors - approved
  - b. Variance - 21 Camberley - paint front door venus teal — approved
8. Homeowner Concerns
  - a. 35 Courtshire - Porch has hole/rot - repair/paint completed
  - b. 72 Courtshire - Repair on front door/window - wood rot around door/window to be repaired
  - c. 80 Courtshire - grass blown under front bushes
  - d. 170 Courtshire - kickplate/garage trim needs paint
  - e. Back stair repair Ok'd - need to address with Devonshire Rules & Regulations/Responsibility Matrix
9. Executive Session
  - a. Delinquencies - \$3,608 Total 0-30 Days \$60 31-60 Days 1,200 61-90 \$440 >90 Days \$1,908 8 Homeowners

10. Adjournment  
Meeting adjourned at 7:17 pm by Sue

Sunday, September 13, 2020