

Minutes of the Board of Directors Kimry Moor Homeowners Association

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January 29, 2013

Present: R Forest, R Colton, N Moore, M Torres, R Solow, J Meyer, E Haynor, B Sweeney and A Fitzgerald of Highlander Associates.

Minutes from November 2012 were changed as follows. R Colton stated that it needs to be stated in the minutes that the Board approved the budget.

Highlander Report: R Forest reported for M Bright, there is nothing new to report. The winter has been easy and he has no concerns.

President Report: R Forest requested a moment of silence be taken for Carrie Tobey of 715 Kimry, she passed away.

R Forest reported that with ice buildup on your roof, 99% of the time the reason is poor insulation and poor ventilation. Both issues are the homeowner's responsibility. You may contact Ray Forest and he can give you a good contractor to use. As always, if there is a leak call Highlander to report it.

Driveway salting, if any homeowner wants salt on the driveway they have to pay for it themselves. M Torres stated that it is too much money each year to salt and if we did one driveway we would have to do all of them. N Moore stated that she cannot see the metal stakes that the Town of Manlius put on the ring road; she will call to have them spray-painted orange.

Secretary Report: R Solow reported that the Book Worms Book Club met Tuesday, January 29th to discuss B Granatstein's book selection The Professor and the Madman by Simon Winchester. The book traces the amazing 70 year history of the development of the Oxford Unabridged Dictionary, and the extraordinary men who contributed to it. Shirley Killian, Paula Haynor, Ann Doherty, Karen Hanlon, Lynn Green and Renée Solow discussed the book. The next selection is an account of a young woman's wilderness adventure by Cheryl Shayad, a book that lasted many weeks on the NY Times best seller list. Everyone in Kimry Moor is invited to join the book club; the next meeting is Tuesday, February 26th at 11 a.m. at the Clubhouse. Call Renée Solow for a copy of the book at 637-3600.

*If anybody moves in and needs to be welcomed, call Renée. She will send the welcome committee over!

R Solow reported that the Christmas Party went well; everybody brought food. We had a great turn out and a great variety of food!

Treasurer Report: E Haynor reported that the finances for the year ended close to the budget. Income exceeded the budget by \$3,955. New homeowner and late fees accounted for \$3,700 of the overage, with the balance in interest earned on investments. Contract Services in total were under budget by \$5,719. The largest under expenditure is reflected in Snow Removal and Tree Services. Club House Expense is under budget despite the increase in cost of pool supplies.

Other Expense is over budget by \$3,811. Capital Improvements is over budget by \$15,984. This overage was offset mainly by decrease in Roof/Chimney Repairs and Pond/Stream Maintenance. Our total income for 2012 ended with a profit of \$6,989. On the balance sheet the money shown for Prepaid Common Fees is Homeowners Fees for 2013, which was collected in 2012. This will show up as income in January 2013.

On the December budget the interest income is overstated by \$380. We were under budget almost \$7,000, which is great. We spent a lot of money in 2012. M Torres made a motion that the \$7,000 we were under budget is diverted from retained earnings to the VanGuard fund which is Roof Reserve. It was seconded and all were in favor.

Committee Reports:

Grounds: N Moore reported that the tree contract with Michael Grimm needs to be signed; there are minor changes from 2011/2012. Now that the Ash Tree trunk injection is included in the contract, the price has reduced. N Moore stated that she'd like to keep the contract going with Michael Grimm. They've done a great job with the spraying and the contract items. R Colton stated that he heard of the possible infestation of the Ash Beetle. N Moore stated that it is spreading in Rochester and the Catskills, so we are spraying our 14 Ash Trees that are inside Kimry Moor to prevent this. N Moore made a motion to accept the Michael Grimm contract for 2013/2014 for \$11,809.80 including sale tax; total savings of \$1,301.40. This was seconded and all were in favor.

Lynn Greene stated that she and N Moore would like to obtain a price quote for the large plant buckets that they have in Manlius and Fayetteville. Last year they spoke with the owner of the company and they supply the bucket, the plants and water them. He said he could come down Mott Dr to Kimry Moor on his way to other properties. The Board agreed that obtaining a price quote would be okay.

Pool: R Colton reported that the pool water is still up so that is good news.

Roofs & Chimney: R Forest reported that he received the proposal for the roof project this year which includes 110, 112, 114 & 116. He received one quote for gable ends \$8,330 and one for the roof \$36,689. R Forest made a motion to approve the 2013 roof project in the amount of \$45,019. This was seconded and all were in favor. The chimneys will be re-flashed and corrected during the roof project. There are 8-10 chimneys to do this year and 5 roof repairs as of right now. No quotes are in yet; not until the weather permits.

Maintenance: R Forest reported that 525 Kimry is selling and the deck and roof need repair. He is going to go over this with J Murphy when he returns.

Old Business: Nothing to report.

New Business: R Greene stated that the Fayetteville Fire Dept is having a free CPR class with some first aid training and they would like Kimry Moor to sponsor, using the Club House. The Board is going to have R Greene look into this.

Insurance: M Torres reported that property insurance for Kimry Moor and officers is terminated as of February 20, 2013. We've had Brown & Brown as the Agent for Harleysville; another company did the Boards and Officers liability. Harleysville made us jump through hoops last year. We did everything they wanted. Then they dropped us. They said they didn't want to insure a place with wood burning fireplaces. They've know this all along, so we believe the NY State Law got them not being able to increase the premium. We started getting quotes from different insurance companies. We waited and waited and have not received anything. Crowley Agency answered and met with us yesterday. Today Brown & Brown said Middle Oak Insurance had their feelers out. Crowley Insurance is underwritten by Travelers Insurance. \$27,214 is the quote for property, liability, director and officers and board members insurance and an umbrella of 2 million. M Torres stated that he would like to wait until the end of the week to see if anybody comes in. If we do not get anything a lot lower, we will vote via email. It will be coverage for 1 year.

Meeting adjourned.

The next meeting is Tuesday February 26, 2013 at 7:15 pm at the Club House

The Kimry Moor website is www.kimrymoor.com

Resolutions passed at the January 29, 2013 Board Meeting:

- M Torres made a motion that the \$7,000 we were under budget is diverted from retained earnings to the VanGuard fund which is Roof Reserve. It was seconded and all were in favor.
- N Moore made a motion to accept the Michael Grimm contract for 2013/2014 for \$11,809.80 including sale tax; total savings of \$1,301.40. This was seconded and all were in favor.
- R Forest made a motion to approve the 2013 roof project in the amount of \$45,019. This was seconded and all were in favor.



February 26, 2013

Present: R Forest, R Colton, M Torres, R Solow, J Murphy, E Haynor, B Sweeny, J Meyer, M Bright & A Fitzgerald of Highlander Associates.

The minutes from the January 2013 meeting were approved as written.

Highlander Report: M Bright reported that there is not much going on, it's been slow. In the spring we will evaluate the lower dam.

President Report: R Forest reported that the Club House refrigerator was over-heating and thankfully Jean Bracken noticed. It could have burned the building down. A new refrigerator was purchased by R Forest & L Greene, which was approved by the Board via email.

Please keep in mind that any concerns or requests must be processed through Highlander for documentation purposes.

Secretary Report: R Solow reported that if a homeowner is ill or has passed away, she is the contact; do not hesitate to call her. The Book Worm's Book Club met February 26th at the Club House to discuss that month's book, Wild by Cheryl Shayed. Paula Haynor, Gloria Colton, Shirley Killian, Adeline Bencsik and Renée Solow participated in a lively discussion of the book, the author and the challenges of a wilderness trek. This month's book selection is The Girl of His Dreams by best selling author Donna Leon. It is set in Venice, Italy and is a murder investigation full of exotic situations. The book will be discussed on the last Tuesday in March, all are invited. Call R Solow for a copy of the book at 637-3600. There is no exercise group right now; not many people are interested. If you are, let R Solow know. R Forest stated that new homeowners Ralph & Debbie Collis are joining our meeting tonight; all welcomed them.

Treasurer Report: E Haynor reported that all of the common fees are paid up to date except one late fee that needs to be paid. One homeowner has pre-paid their common fees so we are over budget. Contract Expenses are under budget. Tree Service & Pool Maintenance are under budget, but this will disappear as we get into spring. Insurance is under budget, but also disappears in February when the 25% down payment of \$6,803 is recorded for our 2013 premium. Monies put into Roof Reserve is the first quarterly set aside (\$8,400) plus \$6,988.89 from 2012 Net Earnings and \$11.11 from Retained Earnings.

Our CD at Money Federal Credit Union matured on February 16, 2013 at a value of \$52,704.67. Certificate was renewed for another year at a rate of .45%.

Committee Reports:

Grounds: No report.

Pool: No report.

Roofs & Chimneys: R Forest reported that he has 8 chimney projects that will be completed this year. There are an additional 3 that need to be done, but he will not submit those quotes until summer if funds allow. Units 110, 112, 114 & 116 are the first 4 that will be done, in conjunction with the roof project this year, total \$11,232. The remaining chimneys are 407 for \$4,104, 408 for \$2,808, 606 for \$2,484 and 608 for \$2,484. R Forest made a motion to repair/replace all 8 mentioned chimneys for a total cost of \$23,112, this was second and all were in favor.

Maintenance: J Murphy reported that since the first of the year, we have only had 7 maintenance calls; 2 he had to refer out, 2 he is waiting until spring to complete and 3 he completed. The chair lift in the Club House needed to be serviced; finding the manufacturer was impossible. M Bright stated that if you had called Highlander, we could have given it right to you. Accessibility Solutions went over the entire unit lubricated and tightened it. R Forest stated that it had been 12 years since it was serviced, so it's a good thing we called them it was very loose. J Murphy stated that the big issue downstairs is the two sliding glass doors; they aren't insulated. R Colton stated that the sliding glass doors are also not secure. M Bright stated that that is the only point of access for the pool heater, so take that into consideration. The Board spoke about this a few years ago. They cannot be replaced with a window. A door needs to be there, in case big items need to come in and out. J Murphy stated that he found where the mice problem initiated. Mice have made a home in the insulation downstairs in the ceiling.

Old Business: J Murphy stated that he was not at the last meeting, so he has questions on the approved budget. The Board answered for him, as they were questions that were already covered at the last meeting. R Solow stated that the social committee had a budget last year and didn't use it, and the 2013 budget did not have a line item listed for social events. R Forest stated that funding requests for the social committee will be addressed individually as needed.

J Murphy stated that we should contact Rob Cushings, the highway superintendent for the Town, to confirm the Kimry Moor roads are being completed this year. R Forest stated that we were told it would be this year, so he will call him to confirm. J Murphy stated that the past four years have been Kimry Moor years. R Forest stated that other priorities had to be met for example; the Village of Fayetteville had scheduled a project with the Town of Manlius. The Town was required to pave the west side lane of Mott Rd. Also, Rob Cushings had to obtain a contract for grinding the concrete gutters before replacing the road.

Insurance: M Torres reported that as everybody knows we went with Crowley Insurance and Travelers is the carrier. One question from last meeting was who is responsible for occurrence in 2013 if the action happens in 2015; the current carrier. Does the coverage contain defense attorney fees? Yes, even if we don't go to trial, we are covered for the fees. Crowley has mailed

certificates of liability to all homeowners; if you did not get one call Crowley at 315-437-2983. All homeowners should have a HO6 policy along with the association's policy that will give you the full coverage needed. The amount of the policy depends on the homeowner and their valuables.

R Forest stated that he is concerned that some homeowners may have let their HO6 lapse and are not covered at all; you should have it to cover the inside of your home. Talk to your insurance agent to make sure you have enough insurance and that it has not lapsed.

Thank you to M Torres for all of his efforts with this long process!!

Parking pickups in driveway: R Forest stated that we have residents that are parking pickup trucks in the driveways. We are getting complaints from residents about this. The driveways are common areas; no homeowner owns their driveway. Article 7 Section 1b of the covenants states which vehicles can be stored in the driveways. The Board has talked about this in an executive meeting; we are ready to respond and therefore make a motion. The first option is to take legal action on this to enforce compliance of Kimry Moor's bylaws/covenants. The lawyer stated that if we do not take action it would effect the enforcement of any and all existing bylaws/covenants. Therefore, we need to continue implementing the rules and regulations and maintain our community as it was intended. The second option is to change the covenants. To do this you need 56 homeowners to vote yes, it's a long drawn out process. If we are changing it to allow pickup truck parking in the driveways, the re-written covenants would have to be very descriptive on what vehicles are allowed. It has been noted that parking large vehicles on paved driveways the asphalt is compromised, and the repair costs are extensive. R Forest made a motion to have a retainer of \$1,000 set aside for an Attorney to represent Kimry Moor to take legal action on this issue. It was seconded, 7 voted yes and 2 abstained. R Forest will contact the Attorney.

New Business: R Colton brought up a concern about specific architectural requests being listed in the covenants, for example solar panels on the roof or satellite dishes. M Bright stated that all of that is covered under the Board having the right to deny or approve via the architectural committee. You cannot list out every single item that may or may not be requested by a homeowner. R Forest stated that this is duly noted and something that big wouldn't go through J Murphy, it would go to the entire Board to vote on.

CD'S: M Torres stated that he knows people are upset with the amounts for the CD'S but everywhere you go right now its going to be the same amount. E Haynor, R Forest, K Wolff & himself discussed what can be done about this. We are looking for the best rate. Highlander will canvas for Kimry and find the best rate of the time. We want to keep the money divided. When we are looking to change institutions we will contact Highlander, they will canvas but we will make the final decision. J Murphy stated that they announce the rates in the paper weekly. M

Torres stated that he is just letting everybody know this is something we are looking into and will let you know once anything happens.

Meeting adjourned.

Resolutions passed during the February 2013 meeting:

- A new refrigerator was purchased for the Club House by R Forest & L Greene which was approved by the Board via email.
- R Forest made a motion to repair/replace the chimneys at units 110, 112, 114, 116, 407, 408, 606 & 608 for a total cost of \$23,112, this was second and all were in favor.
- R Forest made a motion to have a retainer of \$1,000 set aside for an Attorney to take legal action. It was seconded, 7 voted yes and 2 abstained.

The next meeting will be Tuesday March 19, 2013 at 7:15 p.m. in the Club House.

The Kimry Moor website is www.kimrymoor.com



March 19, 2013

Present: R Forest, N Moore, J Murphy, M Torres, B Sweeny, E Haynor and A Fitzgerald of Highlander Associates.

Minutes from the February 2013 meeting were approved as written.

Highlander Report: No report.

President Report: R Forest reported that he spoke with Rob Cushing about the Ring Road construction. It will start mid to late April and last approximately 3-4 weeks. They will be grinding out the concrete gutters and pavement; so residents be patient it will be a little messy and noisy.

Secretary Report: No report.

Treasurer Report: E Haynor reported that the Contract Services are over budget due to insurance. However, since we know that this expense will be \$8,000 to \$9,000 over budget at year end, there is no need to further comment on this expense. Club House expenses are slightly over budget due to the purchase of a new refrigerator. All homeowners are current with fees. The certificate for \$35,425.70 at Countryside Credit Union was renewed on 3/10/12 for another year at .80%.

Last month it was reported that \$7,000 of our 2012 income was earmarked by the Board for Roof Replacement Reserve. This was deducted from our current year earnings, but should have been booked as Retained Earnings. This was corrected in February.

Committee Reports:

Grounds: N Moore reported that the Take Flight Goose contract was provided to the Board. N Moore moves to accept the new 2013 contract with Take Flight Goose Management, LLC, whose services will cost \$400 per week according to the terms and conditions of the contract effective April 1, 2013. This was seconded and all were in favor.

Our contacts are Mary Ann Kras and Heather Millen from Cortland NY.

Pool: No report.

Roofs & Chimneys: R Forest reported that the roof project for units 110, 112, 114 & 116 will begin early to mid May weather permitting.

Maintenance: J Murphy reported that no significant happenings occurred since our last meeting, only some follow up inspections, etc.

The Club House basement ceiling insulation which has been falling down for years has been removed and disposed of in a very low cost (\$350) manor. Estimates are being obtained for the replacement of this insulation using spray foam type.

The basement sliding glass door units which are in very poor condition will be removed and replaced with a cinder block wall and awning type windows; thus solving both drafty and security problems. The Board agrees that this project is a long overdue improvement costing approximately \$4,000.

Highlander was contacted to repair our kitchen lights and a few lamp posts.

The Club House committee was advised that they need to exercise better control over the heating and cooling thermostat since some misuse was recently brought to my attention.

J Murphy stated that we seldom have very many homeowners at Board meetings to received and review our monthly financial reports. I gave the Board some "Facts and Figures" that follow concerning major maintenance areas in 2012. This information is provided only if you attend our Board meetings. In reply to a few homeowners who continuously ask the question "What do I get for my quarterly maintenance funds?" all other income and contract type expenses can also be found in these monthly reports.

▪ Sidewalks, stairs, foundations	\$10,944.50
▪ Decks, siding repair	\$1,333.71
▪ Painting/power washing	\$1,185.48
▪ Repair pool furniture	\$1,555.20
▪ Miscellaneous repairs	\$2,537.00

This Board strives to maintain Kimry Moor as the premier homeowner's community in the town of Manlius. If you have any questions or concerns please feel free to contact Ray Forest or Joe Murphy.

Old Business: R Forest reported that the mailbox replacement project was passed in the motion from the April 2012 minutes. It will cost \$122 per unit plus tax. It is the same mailbox as the Club House, only not as large. The mailboxes will be brown with dark brown posts; a cap will be put on the post for protection and a nice finish. We cannot move ahead with the mailboxes until the Ring Road is started by the Town, which should be this year. Highlander will have to take the old mailboxes away when they put the new ones up; the newspaper boxes will be made from cedar.

**** FINANCIAL REPORTS ARE AVAILABLE AT THE MONTHLY BOARD MEETINGS ****

Meeting adjourned.

Resolutions passed during the March 2013 meeting:

- N Moore moves to accept the new 2013 contract with Take Flight Goose Management, LLC, whose services will cost \$400 per week according to the terms and conditions of the contract effective April 1, 2013. This was seconded and all were in favor.

The next meeting will be Tuesday April 16, 2013 at 7:15 p.m. in the Club House.

The Kimry Moor website is www.kimrymoor.com



April 16, 2013

Present: R Forest, M Torres, R Colton, J Murphy, B Sweeney, J Meyer, A Fitzgerald and M Bright of Highlander Associates.

Fayetteville paramedic Chris Randall was invited to the meeting to speak about setting up a CPR class for all homeowners/family members interested. Richard Greene is the head of the project; he will be setting up the meeting and possibly getting flyers out to all homeowners. The website is www.fayettevillefd.org.

The minutes from the March 2013 meeting were changed as follows; “The certificate for \$35,425.70 at Countryside Credit Union was renewed on 3/10/12 for another year at .80%.” 2012 has been changed to 2013 under Treasurer Report. This was accepted and all were in favor.

Highlander Report: M Bright reported that not a lot is going on with the current weather. We are waiting for nicer weather to begin spring clean up. We have a problem with the mailbox replacement project. The company that we were going to use, only supplies the brown mailbox in a larger size (the size that is at the Club House). The black one they carry is heavy duty and double in cost. Currently, we are researching different companies.

President Report: R Forest reported that the yard waste pick up will be picked up as the letter from Highlander states. The first pick up is Tuesday May 7th, after 11 a.m. A reminder to all homeowners, no TV dishes are to be installed on the roofs without the Architectural Committee’s approval. This is according to Article 7, Section 8 of the Covenants. Currently there are 3 up at Kimry Moor, and the homeowners have been notified to remove them. No fences are to be built and no dog pens, also according to Article 7, Section 9. Due to the inspection by the Insurance provider, we’ve installed exit signs, upgraded fire extinguishers and emergency lights will be installed. The Board voted on spending \$500 on those 3 items via email, it was approved and all were in favor. Construction of the wall in the basement for \$4,200, was also voted on via email, it was seconded and all were in favor.

Secretary Report: M Torres reported for R Solow. The Book Club is still enjoying meeting once a month, on the last Tuesday at 11 a.m. in the Club House. We are currently reading a book by T.C. Boyle called Tortilla Curtain. Hopefully, all are enjoying the read. This book will be discussed at our next meeting, April 30th at 11 a.m.

R Colton reported that both Bob and Sarah (Sally) Attridge passed away on Saturday. A motion was made to donate \$50 for Bob and \$50 for Sarah (Sally) to the charities of choice. It was seconded and all were in favor.

Treasurer Report: M Torres reported for E Haynor, all expenses are pretty much in line except Legal/Accounting. \$1,850 was spent in March, \$350 for tax return preparation and \$1,500 for retention of an Attorney in pending law suit.

Committee Reports:

Grounds: No report.

Pool: R Colton reported that he called Pool Surgeons to open the pool; it will be done early May.

Roofs & Chimneys: R Forest reported that he received a quote to repair the roof/chimney at units 525, 601, 711, 713, 827 & 906 totaling \$4,100. He made a motion to repair the 6 units for \$4,100, this was seconded and all were in favor.

Maintenance: J Murphy reported that since the March meeting, he's had 5 resident calls through Highlander including changing light bulbs, fixing mailboxes and inspections for sidewalks and foundations.

Completed maintenance issues – The Club House foundation wall has been completed; it looks great. There is a savings of about \$400; the total cost was somewhere around \$4,200. The entire back of the Club House still has to be painted, when weather permits. The front stoop and partial sidewalk at unit 408 was demolished and built new for a cost of \$1,836. Both were discussed and approved as stated in the last meetings minutes.

Proposed maintenance projects:

1. Demolish the existing deck at unit 525 and replace the entire deck for an estimated cost of \$1,700.
2. Remove and replace the small basement door at the rear of the Club House; replace the frame and door for a cost of \$350.
3. Demolish the stoop and walkway at 204 for a cost of \$2,700.

J Murphy made a motion to approve all 3 projects for a total cost of \$4,750, it was seconded and all were in favor.

Small maintenance projects to obtain approval on:

1. There is a broken electric feed line for the lamp post at 204.
2. The Club House entry to the basement needs to be sanded and repainted by the lavatory.
3. The entire basement hallway needs to be sanded primed and painted.
4. We will be painting the foundation outside of the Club House with 2 coats of paint on the stucco, once weather breaks.

All of these items are at a price that is less than \$250, so the contractor has the go ahead.

Requests and pending maintenance:

1. Demolish and rebuild the stoop and steps at unit 104; the contractor gave a proposal of \$3,672, which is high. J Murphy wants this to be done for \$3,000.
2. Remove the siding at the rear of unit 811; there is a leaking problem on both sides of the enclosed porch, and the sheet rock has taken a beating. No idea on the cost right now.
3. There are at least half dozen sidewalks that are pending; 5 units that require power washing due to severe mildew and mold. These items are not priced out yet.

Old Business: J Murphy reported that the Welcoming Committee is not working. The last resident directory is dated July 3, 2012 and there are 5 new residents that need to be added. It needs to be communicated to Highlander, whenever you see a new homeowner or a moving homeowner. 104, 507, 525, 811 & 902 are the new homeowners.

New Business: Nothing new.

Adjourned.

Resolutions passed during the April 2013 meeting:

- Due to the inspection by the Insurance provider, we've installed exit signs, upgraded fire extinguishers and emergency lights will be installed. The Board voted on spending \$500 on those 3 items via email, it was approved and all were in favor.
- Construction of the wall in the basement for \$4,200, was also voted on via email, it was seconded and all were in favor.
- A motion was made to donate \$50 for Bob and \$50 for Sarah (Sally) Attridge to the charities of choice. It was approved and all were in favor.
- R Forest made a motion to repair units 525, 601, 711, 713, 827 & 906 for \$4,100, this was seconded and all were in favor.
- J Murphy made a motion to approve \$1,700 for 525 for the deck and wall, it was seconded and all were in favor.
- J Murphy made a motion to approve replacing the rear basement door for \$350, it was seconded and all were in favor.
- J Murphy made a motion to approve demolishing the stoop and sidewalk for \$2,700 at unit 204, it was seconded and all were in favor.

The next meeting will be Tuesday May 21, 2013 at 7:15 p.m. in the Club House.



The Kimry Moor website is www.kimrymoor.com

Smile

May 21, 2013

Present: R Forest, N Moore, M Torres, E Haynor, R Solow, J Murphy, J Meyer, B Sweeney, M Bright and A Fitzgerald of Highlander Associates.

The minutes from the April 2013 meeting were approved as written.

Highlander Report: M Bright reported that we were caught up with the mowing until today's storm went through. We will go through the property tomorrow to check for damage. You can observe the work that is happening with the road project, the mailboxes and the mowing; they are all progressing. Currently, there are very little complaints and a lot of compliments coming in. The best way to contact Highlander is via email or telephone: HAL340@aol.com or 315-434-8880. J Murphy stated that he has many issues with Highlander that he does not want to discuss right now. He doesn't want to say what they are right now. There are other important items to discuss. He will schedule a meeting between the Board and Highlander.

President Report: R Forest reported that the Fire Department was scheduled to come to tonight's meeting. They did not show up; assuming because of the storm going on right now. You can call them to get a free CO2 alarm and smoke alarm.

R Forest stated that the directory will be emailed to everybody on the Kimry Moor email list. If you would like a copy of this mailed to you, contact Highlander and Ray Forest will pick one up for you and deliver it.

Secretary Report: R Solow reported that the Book Worms Book Club is still meeting the last Tuesday of every month at 11 a.m. in the Club House. All are welcomed. The last book read was The Tortilla Curtain by T. C. Boyle chosen by Paula Haynor. The prize winning book led to a lively discussion. The May book selection was chosen by Renée Solow titled Unbroken by Laura Hillenbrand, who also wrote Seabiscuit. Unbroken was on the NY Times best sellers list for 125 weeks! It tells the story of a talented Olympic runner, who survived a Japanese prison war camp during World War II. The next meeting is planned for the last Tuesday in June. Everyone in Kimry Moor is invited to come and share your reading with us.

If you have a new neighbor, please call Renée at 637-3600 so we can update our Kimry Moor Resident Directory.

If you have an idea for an activity, call Renée. Kimry Moor has a great facility in the Club House for entertainment and fun.

A logo featuring a blue speech bubble with a white smiley face inside. Below the speech bubble, the word "Smile" is written in a large, grey, sans-serif font. The letter "i" in "Smile" has a green dot.

Treasurer Report: E Haynor reported that there is nothing unusual in the expense category. The \$42,183.80 CD at the Solvay Bank was cashed and put into a CD deposited at Countryside Federal Credit Union. This CD matures 5/14/2014 with a dividend rate of .8%.

Committee Reports:

Grounds: N Moore reported that everything is growing. She has had some calls about seeding, but because of the road project and because we are in a drought we cannot seed. The ground is too hard right now; if we do seed it will have to be in the fall.

Pool: R Forest reported that the pool will be open by the end of May. J Murphy stated that recently there was another leak found, and Pool Surgeons was onsite for three days. It has since been corrected. R Forest stated that the heater for the pool was found at 95 degrees. There used to be a cover on it so homeowners could not turn it up. M Bright stated that he will look for the cover. **The pool temperature should stay at 82 degrees!**

Roofs & Chimneys: R Forest reported that the roof project at units 110, 112, 114 & 116 is complete. The only item on the project not complete is extending the gutters where the overhang is. R Forest stated that he inspected the roofs and the work is satisfactory. This project only went \$2,000 over budget, which is very good. The roofs at units 811 and 906 have issues that the contractor will be out to repair. Units 610 & 821 have chimney repairs needed.

Maintenance: J Murphy stated that he has had 6 maintenance calls since the last meeting. There is trim in the Club House basement by the stairs that the ladies want repaired. The interior and exterior of the Club House foundation needs to be painted. The deck at unit 525 needs to be stained. The Board stated that it should be done one year after the deck is built. Therefore, the deck will not be stained this year. J Murphy made a motion to spend between \$400 & \$500 on the Club House repair/painting. This was seconded and all were in favor.

R Forest stated that we had a request via email to approve work at units 104, 703 & 713. Unit 703 remove, re-grade and install blue stone sidewalk for \$1,100. Unit 713 remove, re-grade and install blue stone sidewalk for \$1,100. Unit 104 remove and re-do sidewalk plus replace existing brick front steps for \$3,348. This was voted on via email and all were in favor.

Old Business: R Forest made a motion to allow Bridge Club, which meets weekly at the Club House, to pay \$50 a month instead of \$50 a week. This was approved for another year and will be discussed again in 2014. All were in favor.

M Torres stated that at the last meeting somebody declared that the welcoming committee wasn't functioning correctly. M Torres spoke with Kathryn at Highlander who works on every sale/purchase that Highlander executes, and with Joan Jacobs the head of the welcoming committee.

They are going to make a concerted effort to work closely together. The problem lies with some Attorneys and Real Estate Agents; they are not contacting Highlander to inform them of a closing. J Jacobs told M Torres that a lot of homeowners don't take possession of the unit right away and many new homeowners decline having a member come over. M Torres has a welcome package from Highlander that goes to every unit that closes. It is filled with current information the purchaser needs. The sellers are supposed to keep a copy of the bylaws and keys to give them to the new owner. That almost never happens. The seller is supposed to call the Treasurer when they are putting their unit up for sale. That never happens. This all needs to be worked on, but between the Board, Welcoming Committee and Highlander Associates all involved are doing as they should.

Joan Jacobs is looking for volunteers, so please call her if you are interested in working on the Welcome Committee. The Kimry Moor website has everything someone purchasing a unit needs.

Meeting adjourned.

Resolutions passed during the May 2013 meeting:

- J Murphy made a motion to spend between \$400 & \$500 on the Club House repair/painting. This was seconded and all were in favor.
- Unit 703 remove, re-grade and install blue stone sidewalk for \$1,100. This was voted on via email and all were in favor.
- Unit 713 remove, re-grade and install blue stone sidewalk for \$1,100. This was voted on via email and all were in favor.
- Unit 104 remove and re-do sidewalk plus replace existing brick front steps for \$3,348. This was voted on via email and all were in favor.
- R Forest made a motion to allow Bridge Club, which meets weekly at the Club House, to pay \$50 a month instead of \$50 a week. This was approved for another year and will be discussed again in 2014. All were in favor.

The next meeting will be Tuesday June 18, 2013 at 7:15 p.m. in the Club House.

The Kimry Moor website is www.kimrymoor.com



June 18, 2013

Geese: R Forest stated that the geese that are here were not born at Kimry Moor, so they will not be around long. We have Take Flight Goose Management LLC under contract. The contract includes regular sweeping of the property. Homeowners do not need to report sightings to Highlander or Board members.

A thank you letter will be sent to Rob Cushing with the Town of Manlius to thank him for doing the road work in spite of the wet weather conditions.

Present: R Forest, R Colton, M Torres, J Murphy, E Haynor, M Bright and A Fitzgerald of Highlander Associates.

The minutes from the May 2013 meeting were approved as written.

Highlander Report: M Bright reported that the Town has completed the road project. He would like to remind all homeowners to slow down. There has been nearly 14 inches of rain since the last meeting, as a result we are behind. There are large sections of Kimry Moor where we are unable to mow. There is standing water in some yards; therefore, we are not mowing those areas. We are catching up. You will see a change in your mowing schedule, we used to be onsite Tuesday at Noon and leave Wednesday at Noon; now we will be onsite all day Tuesday. Mailboxes are the next project; they are ordered and the wood is cut and ready. M Bright stated that he discussed with the Board combining some of the mailboxes to make them more user friendly, plow friendly and post office friendly. R Forest stated that in the long run it will save money, not as many mailbox murders. Do not get worried this is still being considered and the mailboxes will be moved to benefit the homeowner, not anguish.

President Report: R Forest stated that he would like to thank J Granatstein for keeping the pool up to date while R Colton was away. The boiler watching, testing of the pool, etc; all of her hard work is greatly appreciated.

Secretary Report: M Torres reported for R Solow, that the Book Worms Book Club is still meeting the last Tuesday of every month in the Club House at 11 a.m. This months choice is pick your own book! All are welcome.

Treasurer Report: E Haynor reported that the Club House expense is over budget due to installation of emergency lights at entrances and replacement of rear door. Maintenance/Repair is a little high. However, this is normal since most of our annual budget is spent during warm weather. In the asset category, the Van Guard account decreased from \$62,600 in April to \$15,600 in May. The difference is the cost of roof replacement for Buildings 110, 112, 114 & 116.

Committee Reports:

Grounds: N Moore reported that the Board approved the \$5,800.00 expenditure for the 2013 discretionary work, which will be done by Grimm Tree Services in August. The tree expense is in budget for 2013. No other tree work will be done this year. In 2014, we are looking at removing (8) pines in between the backs of the 700-800 buildings. They have become diseased and need to be removed. Mowing and trimming have been difficult due to excessive rain and bad weather this month. Also, the Town of Manlius roadwork has taken precedent. Seeding will not be done until the fall. Previous requests will be taken into account.

Pool: R Colton reported that we are having trouble with the chemical balance in the pool. The county changed the rules, so we cannot use chlorine tablets anymore but have to use liquid chlorine. We believe that the machine is off balance because we are not getting the proper chlorine levels, and are going through a lot of chlorine. R Colton stated that it's not affecting anybody it just makes him nervous when it's that high. R Colton also thanked J Granatstein for all of the hard work she puts into taking care of the pool.

Roofs & Chimneys: R Forest reported that almost all of his projects are complete. He has one roof and a few chimneys due for repairs, as stated in the previous month's minutes. There have been no roof leak calls, which is amazing. When he first started on the Roof Committee, he would have 4 to 5 roof leak calls a week. The new roofs look great and go well with the community.

Maintenance: J Murphy reported that since the last meeting he's had 5 calls regarding maintenance, most of which have been taken care of. There is a big expense for stoops which is coming, that may be pushed until next year. There are 6 months left in the year and a large amount of the maintenance budget has been used. J Murphy stated that he's postponing as much as possible until next year. R Forest stated that the buildings masonry have reached their life expectancy. Any replacement will be expensive. The stoops are being prioritized just as the roofs were; so please be patient with the Board. It can cost as much as \$3,500 for some of these jobs.

Old Business: R Greene stated that he is meeting with the Fire Department tomorrow morning to see what we can do about rescheduling them at a Kimry Moor Board Meeting; he will update the Board then.

New Business: R Forest stated that we need to nominate a Nominating Committee. Rick Bruner & Betty Granatstein have volunteered their time to be on the committee. R Forest made a motion to accept Rick Bruner & Betty Granatstein as the new Nominating Committee, this was seconded and all were in favor. R Forest, R Colton, R Bruner & B Granatstein will have a meeting sometime next month to go over what needs to be done.

The Board terms that are ending this year are N Moore, R Colton and J Murphy; they are all able to carry out one more term, which is 3 years.

Article 6 Section 2 Nomination of Directors:

Nominations for election to the Board of Directors shall be made by the Nominating Committee, appointed as hereinafter provided in Article XI, Section 1. Nominations for election to the Board of Directors may also be made in writing, signed by at least five (5) Owners, entitled to cast votes for Units, together with the written acceptance of the proposed nominee.

- a) Nominations made by the Nominating Committee must be received by the Secretary of the Association at least forty-five (45) days prior to the date of the meeting at which the election is to be held. If the Nominating Committee fails to furnish the Secretary a list nominees at least forty-five (45) days prior to the date of the election, the President may nominate Members to run for any vacancies in the Board of Directors. Any nominations by the President shall be furnished to the Secretary of the Association, at least thirty-five (35) days prior to the date of election. At least thirty (30) days prior to the date of election, the Secretary of the Association shall send written notice to all Owners of Record of the date of the meeting and the names of all nominees.
- b) Nomination(s) by Members, entitled to vote and acceptance by the nominee, shall be served upon the Secretary of the Association, in writing, at least twenty (20) days prior to the date of election. The Secretary shall notify all owners of record, in writing, of any nominations by owners of record, at least twelve (12) days prior to the date of election. Nominations may not be made in any other manner.

Note: The general membership meeting held September 24, 2013 will be the date of elections.

Dispensation request for New Owners Fee – M Torres stated that when a current owner sells a unit and purchases a new unit for the purposes of living in the new unit, should they be charged the ‘New Homeowner Fee’ again? H Heim answered, provided that the owner who has paid the fee upon acquiring title to the original unit, acquires title to another unit for the purpose of residing in the second unit and places the original unit for sale, the owner is not obligated to pay a second fee.

M Torres thanked H Heim for all of the hard work finding this information. It is noted that R Forest removed himself from many of these conversations.

Meeting adjourned.

Resolutions passed during the June 2013 meeting:

- R Forest made a motion to accept Rick Bruner & Betty Granatstein as the new Nominating Committee, this was seconded and all were in favor.

The next meeting will be Tuesday July 16, 2013 at 7:15 p.m. in the Club House.

The Kimry Moor website is www.kimrymoor.com



July 16, 2013

Present: R Forest, N Moore, R Colton, J Murphy, R Solow, M Torres, J Meyer, B Sweeney, M Bright and A Fitzgerald of Highlander Associates.

The minutes from the June 2013 meeting were approved as written.

Highlander Report: M Bright reported that the mowing is now caught up. Due to the large amount of rain some of the back and side yards had to be skipped. As stated in the last meeting minutes, the new mow day is Tuesday all day instead of Tuesday and Wednesday. Again, due to the large amount of rain the mow day may have been different the last week or two. The mailbox project will begin this Thursday. We will be putting new holes in for the mailboxes; they will be placed in more convenient areas.

President Report: R Forest reported that the Board and Highlander have received a few requests from homeowners to power wash the units. Money is running low this year; the insurance went up, the mailbox project is starting, sidewalk repairs, etc. The Board will make a master list for next year to power wash units that need it. Call or email Highlander HAL340@aol.com to be put on the list but be reasonable. If you have a spot or two, you do not need it.

Secretary Report: R Solow reported that the Book Worms Book Club is going strong. The Librarian helped choose a book this month called The Language of Flowers by Vanessa Diffenbaugh. The Book Club will meet the last Tuesday in July and all are welcomed. The Social Committee is on hiatus; the social group is resting and taking in the summer. Parties will begin again in the fall. It's a good time to come to the pool and hang out.

Treasurer Report: E Haynor stated that he did not receive the Financial Report until this meeting, so he does not have anything to report. He will next meeting.

Committee Reports:

Grounds: N Moore reported that the grounds have gone from very wet to very dry within days. Thank you to the homeowners for their patience during the long wet period. Scheduled tree work will be done in August by Grimm Tree Service. M Bright stated that when we say August, it does not mean August 1st; it's mid to end of August. N Moore reported that new requests for tree work will be considered for next year. No further tree work will be done this year unless of emergency nature. We are back on schedule for tree spraying. Homeowners are encouraged to notify the Grounds Committee if they plan major changes to their landscaping. Homeowners are responsible for the lamppost areas and the 10" perimeter around their units. No trees may be planted in the common areas and only small ornamental trees may be planted in the 10"

perimeter. R Forest asked if flowers will be coming up in the pond area. N Moore stated that right now it's experimental.

Pool: R Colton reported that the pool is operating. We are still having issues with maintaining the chemical balance. The chlorine is either too low or too high. We will take the next few days to do careful measurements and notes to see where the problem exists.

Roofs & Chimneys: R Forest reported that the chimney problem at unit 303 has to be taken care of. There are two options for this chimney. One, remove the chimney and replace it with a gas fireplace, re-side the house and fix the roof for \$8,711. This includes the carpentry work, masonry work and install. Two, replace it as is for \$20,500. R Forest made a motion to re-do the chimney at unit 303 for \$8,711, it was seconded and all were in favor. R Forest stated that an email request to fix the leaking valleys at units 604 and 709 was voted on and approved via email.

Maintenance: J Murphy stated that the Financial Report says it all. There is \$800 of spending money left in the maintenance budget and 6 months left in the year. Since the last meeting there have been 6 maintenance calls: sidewalks, bees, mailboxes, etc. All 6 were handled with no expense. J Murphy reported that the basement toilet in the Club House makes the floor constantly wet. The toilet is not leaking; it's the temperature of the room causing the tank to sweat. A plumber stated to J Murphy that the Club House toilet uses 3 gallons of water per flush, when a new one uses 1 ½ gallons per flush. J Murphy stated that he would like to have the downstairs toilet replaced sometime in the future. The Board decided to table this issue until there are more funds available. J Murphy reported that the deck at unit 517 has crumbled to the ground; carpenter ants are eating the rotted wood and getting into the unit. It will cost \$2,400 to replace, and the maintenance budget has \$800 left. The Board decided to transfer the money from the Retained Earnings. J Murphy made a motion to fix the collapsed deck at 517 KM for \$2,400. It was seconded and all were in favor. R Colton made a motion to increase the maintenance budget \$10,000 transferring out of Retained Earnings, it was seconded and all were in favor. J Murphy stated that he would like to have the driveways and cul-de-sac roads resealed in 2014. It's been 5 years since they were paved. R Forest stated that he would like J Murphy to do research on this because nobody is sealing driveways or roads any more.

Old Business: Richard Greene reported on dates for the Board to look at for the CPR/AED course for all homeowners to attend. The first date is Tuesday, August 6, 2013 from 6pm to 8pm and the second is Thursday, August 8, 2013 from 3pm to 5pm. Both meetings will be held at the Club House by the Fayetteville Fire Department. R Forest made a motion to accept the two meeting dates. It was seconded and all were in favor. You can call (315) 406-2179 or email your name and contact information to jjones@fayettevillefd.com for further information.

J Murphy stated that he did exploratory work on the AED. There are two models to choose from. He has the cost warranties and up keep on both. M Bright stated that everybody is getting rid of the AED's. They are more of a liability than a benefit. You have to keep the batteries fresh and charged, which is very expensive. M Torres stated that we would have to notify the Kimry Moor insurance company if this is approved.

New Business: R Forest introduced the new homeowners at the meeting; units 811 and 827 were in attendance. Harold & Careen Talbot purchased 811 Kimry Moor and Edward Schmitt Jr. purchased 827 Kimry Moor. All welcomed them.

The Board of Directors nominations will go on during the Annual Meeting, which is **Tuesday, September 24, 2013** at 7:15pm in the Club House. The members elected for the Board are Nancy Moore, Joe Murphy and Richard Bruner.

Meeting adjourned.

**The Fayetteville Fire Department had to change the second date for the CPR/AED Program. The Thursday, August 8th meeting was cancelled and rescheduled for Wednesday, August 21, 2013 from 11am – 1pm. All are invited.

Resolutions passed during the July 2013 meeting:

- R Forest made a motion to re-do the chimney at 303 for \$8,711 it was seconded and all were in favor.
- R Forest stated that an email request to fix leaking valleys at units 604 and 709 was voted on and approved via email.
- J Murphy made a motion to fix the collapsed deck at 517 KM for \$2,400. It was seconded and all were in favor.
- R Colton made a motion to increase the maintenance budget \$10,000 transferring out of Retained Earnings, it was seconded and all were in favor.
- Richard Greene reported on dates for the Board to look at for the CPR/AED course for all homeowners to attend. The first date is Tuesday, August 6, 2013 from 6pm to 8pm and the second is Thursday, August 8, 2013 from 3pm to 5pm. Both meetings will be held at the Club House by the Fayetteville Fire Department. R Forest made a motion to accept the two meeting dates. It was seconded and all were in favor.

The next meeting will be Tuesday August 20, 2013 at 7:15 p.m. in the Club House.

The Kimry Moor website is www.kimrymoor.com



Smile

August 20, 2013

Present: R Forest, M Torres, R Colton, R Solow, J Murphy, J Meyer, E Haynor, B Sweeny, N Moore, M Bright and A Fitzgerald of Highlander Associates.

The minutes from the July 2013 Board meeting were approved as written.

Highlander Report: M Bright reported that the mailbox installation project is almost complete. Members at the meeting agreed that the mailboxes look great. It's been reasonably quiet at Kimry Moor; hopefully we will get rain on the dry grounds soon. A homeowner mentioned that the bee spraying at the Club House was not successful. Highlander will follow up with Gannon Pest Control and have them re-treat the areas. M Bright stated that they will be treating the patio area at the pool with round up. There will be yellow signs up when this happens; it will be dry within an hour and done in the early morning.

President Report: R Forest stated that Edward Collum from unit 901 has passed away. A card and donation will be sent in Kimry Moor's name. A watch was found by the pool 2-3 weeks ago. If a homeowner or family member lost this, please call Dave Orlando or a Board Member. Also, a gold piece of jewelry was found on the bottom of the pool; call Linda Schmidt if you or a family member lost this. R Forest stated that during the September Annual Meeting, we will give an overview of the year.

Secretary Report: R Solow reported that the Book Club is bigger than it's ever been; there are 18 members! If you would like to join, call Renée at 637-3600. They meet the last Tuesday of every month at the Club House at 11 a.m., and then go to lunch. The August book discussion focused on D. C. Dead, a detective story by Stuart Woods chosen by Renée Solow. Each month a member volunteers to select a book for discussion at the next meeting. Esther Heim selected for September and Linda Schmidt for October. R Solow stated that there will be a party at the end of September, just an informal note for everybody.

Treasurer Report: E Haynor reported that there is a change in the format of the Financial Statement. The new version shows actual, budget and variance for both the current month and year to date. The previous version depicted month and year to date actual and the annual budget. Our year to date figures is favorable. Income is over budget by \$4,898. Contract and Club House Expenses are under budget by \$6,000 despite the overage in Insurance and Club House expenses which total \$7,700. At this point in time, we are \$11,873 to the good. However, it should be remembered that we still have five months to go and this money will more than likely disappear. Last year we showed a loss of \$1,985 after 7 months. At the June Board Meeting, a question was raised about the budget overage for the Club House.

There were 5 unusual expenses accounting for the overage totaling \$2,000; new refrigerator \$582, chair lift repair \$182, replacing rear door \$362, emergency lights \$333 and painting \$541.

There is a charge on the financial statement under Common Fee Receivables for \$69.93. A Board member questioned this charge; it is from a homeowner that had Highlander do work for their unit and failed to pay in a timely manor. Payment was listed on Kimry Moors budget to allow past due fees. After a discussion about this issue, R Forest made a motion to keep the rules the way they are, 2 were in favor and 7 were against this. B Sweeney made a motion that Kimry Moor will not be billed for any work performed by Highlander Associates that private homeowners have requested. No money will be taken out of the HOA expense without approval by the Board for that work done. This was seconded and 6 were in favor. The motion was approved.

Committee Reports:

Grounds: N Moore reported that the geese are being taken care of by Take Flight Geese. There are 4 left and they are considered very difficult to eliminate. They are following the contract as hired. If you feel your driveway needs to be looked at due to geese droppings call Highlander and they will check it with a Board member. N Moore reported that Grimm Tree Service will be onsite Monday, Tuesday and Wednesday, August 26, 27, and the 28th to complete their contract work. They were here and marked all of the areas. Homeowners should not interfere in their work. Work to be performed was quoted and approved by the Board. No extra work will be added on at this time. If you have a top soiled and seeded area near your unit, please water on days when there is no rain. Also, please water the newly seeded areas at the base of the new mailboxes. A couple of watering cans a day will be enough. It is the homeowner's responsibility to water not Highlander or Grimm.

Pool: R Colton reported that he emailed the Board last week about payment for the pool cover; the bill has been received and will be paid. A sense and dispense chlorine pump will be installed; this will help with the chlorine issue. The pool cover is \$4,300 and the sense and dispense pump is \$1,000. This was previously voted on and approved via email.

Roofs & chimneys: R Forest reported that at unit 407 the chimney was replaced from the roof up and unit 303 the masonry chimney was removed completely and a gas fire place was installed. The gas fire place resulted in an excess of \$10,000 savings. R Forest made a motion to repair the fascia and overhang on unit 511 for \$300-\$400, and repair the roof/siding on unit 811 the building is currently leaking at the roof and through the side fascia for \$2,541. The overhangs were not done properly. The motion was seconded and all were in favor.

Maintenance: J Murphy reported that he's had 5 calls since the last meeting, they were all minor and he was able to take care of 2 of them. A contractor took care of 3 of them for free which was great. The sidewalk and step was repaired at unit 702 for \$2,500. This was approved via email. The deck at unit 517 from the last meeting was replaced. The financial report this month isn't going to look good next month he's spent close to \$5,000 of the \$10,000 given at the last meeting.

Old Business: R Forest reported that a resident at Kimry Moor maintains a satellite dish on the roof and has no interest in removing it. The homeowner was approached on several occasions, letters were sent to the home and place of employment, but were not accepted/signed for via receipt requested. R Forest & J Murphy hand delivered a notice stating that the homeowner had 10 days to report back and never did. A month later a letter was sent to R Forest from this homeowner stating that homeowners are allowed to have a satellite dish. Having a satellite dish is not the issue; however it cannot be attached to the roof or any part of the structure. R Forest made a motion to take the correspondence sent to this homeowner to the Kimry Moor Attorney. Herb Heim stated that he will write a letter stating the facts. R Forest stated that he would like to act quickly, because this has been going on for a year. Herb Heim will draft a letter for the Board to send and the aforementioned motion has been rescinded.

R Forest stated that there is a homeowner that has submitted a request through the Architectural Committee for a satellite dish; they will meet with that homeowner and let them know where they can place the dish. It has to be within the 10ft confines of house and approved by the Architectural Committee.

New Business: There have been reports/concerns that people are smoking by the pool. Article 11 XI Section 5 allows the Club House Committee to request the Board to enact regulations governing the conduct of its members. A motion was made to prohibit smoking around the pool area or 500 feet, of the building. This was seconded and all were in favor. M Bright stated that because it's within 500 feet you need to put up no smoking signs. You can special order 2 signs from Voss or wherever that states no smoking within 500 ft of building or pool. Richard Greene stated that there will be two more CPR/AED classes after September. Once he has more information he will give it out.

Meeting adjourned.

Resolutions passed during the August 2013 meeting:

- B Sweeney made a motion that Kimry Moor will not be billed for any work performed by Highlander Associates that private homeowners have requested. No money will be taken out of the HOA expense without approval by the Board for that work done. This was seconded and 6 were in favor. The motion was approved.

- The pool cover total cost is \$4,300 and the sense and dispense pump is \$1,000. This was previously voted on and approved via email.
- R Forest made a motion to repair the fascia and overhang on unit 511 for \$300-\$400, and repair the roof/siding on unit 811 the building is currently leaking at the roof and through the side fascia for \$2,541. The overhangs were not done properly. The motion was seconded and all were in favor.
- The sidewalk and step were repaired at unit 702 for \$2,500. This was approved via email.
- A motion was made to prohibit smoking around the pool area or 500 feet of the building. This was seconded and all were in favor.

The next meeting will be Tuesday, September 17, 2013 at 7:15 p.m. in the Club House.

The Annual Meeting will be September 24, 2013 at 7:15 p.m. in the Club House.

The Kimry Moor website is www.kimrymoor.com



September 17, 2013

Present: R Forest, N Moore, M Torres, R Solow, E Haynor, R Colton, B Sweeny, J Meyer, M Bright and A Fitzgerald of Highlander Associates.

Sal Dayeh the Vice President of M & T Bank spoke with the group regarding asset allocation. After the meeting R Forest asked the Board Members and homeowners their opinions on transferring the Kimry Moor funds into a different account. M Torres stated that the Kimry Moor homeowners' funds are not something Board members have the right to risk. We know the principal was safe, even though we are not getting much in interest. Our CD's are insured by the federal government. We should not get involved with this. R Colton agrees the risk of losing the principal is too great. We are saving this money for homeowners. This is not our personal money to risk. The general consensus of the Board members and homeowners agree with M Torres.

The minutes from the August 2013 meeting were approved as written.

Highlander Report: M Bright reported that everything is moving along smoothly. Trash day is Monday and will always be, unless you are notified differently. Highlander paid for the extra trash day because there were a group of homeowners that did not put their trash out on Labor Day.

President Report: R Forest reported that the Nomination Committee should announce if there are any additional nominations; there are not. The Annual Meeting is next week and the voting will be done then. Thank you to Lynn Greene for obtaining the no smoking signs and hanging them up at the pool.

Secretary Report: R Solow reported that the Kimry Moor community sends our condolences to the family of Gretchen Ralph on the loss of her daughter and Patricia Burke on the loss of one of her sons. Contributions were sent to honor the bereaved in deepest sympathy. Thank you to Jean Bracken for all of the phone calls she makes before each Board Meeting to alert homeowners to attend. Thank you to Judy Granatstein for her work with R Colton to keep our pool running well all summer. It was a wonderful pool season that ended all too suddenly. The Book Worms Book Club member Esther Heim selected Sunburned Country by Bill Bryson. It will be discussed at the September meeting on the last Tuesday of the month. Linda Schmitt will choose the October book. If you'd like to join the Book Club, call Renée at 637-3600 or Linda at 637-1145 for the next book. The next meeting will be Tuesday, October 29th at 11 a.m. in the Club House. Our Fall Celebration Party will be held in the Club House on Thursday, September 26th from 5:30 pm - 8:00 pm. Delicious pot luck dishes will be shared and new homeowners will have an opportunity to meet their neighbors. Decorations will be designed by Careen Talbot and arrangements for the

party will be coordinated by Lynn Greene. R Forest welcomed homeowners Jennifer & Vincent DeVivo of unit 713 to their first meeting.

Treasurer Report: E Haynor reported that the homeowner fees are all current. We are over budget by \$4,025 (YTD) due to 5 owners prepaying their October fee and one homeowner paying a late fee in error. Month expenses are in line with the budget. Pool Maintenance is up due to the pool cover and closing of the pool for the year. We have a CD maturing on September 20th for \$26,738 and will be looking to reinvest, where we can get a favorable rate of interest. It is 1.24% now.

Committee Reports:

Grounds: N Moore reported that Karen Hanlon was on goose watch while she was away. Since the 6 remaining geese were chased away by Take Flight Geese, no geese have been back in over a month. Karen lives right near the pond and will continue to monitor the area. Grimm Tree Services has completed their tree contracts this year. Today they removed the Viburnum from the front entrance. We will see how the entrance looks in the spring before making any further changes. The grounds look good. We did not do the extra seeding this fall due to budget issues, but can do it in the spring. The upper pond/wetland area is looking attractive with the new wetland plants that were added last fall. Homeowners may call Lynn Greene or Barbara Sweeny with questions while N Moore is away. There is no replacement plan once a tree is removed. If a tree is removed in your area, do not plan on a replacement being put in.

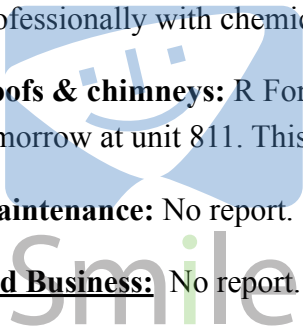
R Greene stated that if there are any Emerald Ash trees on the property they are in danger. There are Emerald Ash Borer in the area killing Emerald Ash trees. You cannot cut down trees that have been killed by Emerald Ash Borer you have to incinerate them. This will be very expensive, so a precaution should be made. N Moore stated that we have been protecting our 13 Emerald Ash trees for 3 years now, but we cannot afford to protect the ones in the woods. She will continue to communicate with Grimm about this to come up with a solution possibly for next year.

Pool: R Colton reported that the pool is closed and the heater is turned off. It will be closed professionally with chemicals and the cover next week.

Roofs & chimneys: R Forest reported that we have one project left and it is scheduled to begin tomorrow at unit 811. This was approved last meeting. Everything else is going well.

Maintenance: No report.

Old Business: No report.



New Business: R Forest stated that he received a few calls regarding dog control/leash laws. Make sure your dog is always on a leash if you are outside. Article 7 Section 5 of the Kimry Moor bylaws states, “Dogs in the common area must be kept under leash at all times, and it is the responsibility of the Owner to dispose of any droppings in a proper and sanitary manor.” The Town Of Manlius also has a leash law to abide: Article 2 44-11. If any homeowner sees a dog not on a leash, you should call the Dog Warden or the Town Clerk: Monday through Friday at 637-3521, weekends and after hours call 911. Violators could receive an appearance ticket, fines will be assessed accordingly. Call the Town of Manlius, before you call a Board member.

Meeting adjourned.

There were no resolutions passed in the September 2013 meeting.

The next meeting will be Tuesday, October 15, 2013 at 7:15 p.m. in the Club House.

The Kimry Moor website is www.kimrymoor.com.



October 15, 2013

Present: R Forest, N Moore, R Solow, J Murphy, J Meyer, B Sweeney, E Haynor and A Fitzgerald of Highlander Associates.

Minutes from the September 2013 meeting were approved as written.

Highlander Report: No report.

President Report: R Forest reported that The Crowley's of Crowley Insurance will be at the November meeting. They are Kimry Moor's insurance agent and will be available to answer questions. Next month we will elect officers for the new Board. If any Board Member will not be able to attend the meeting, please let R Forest know.

Secretary Report: R Solow reported that she would like to thank Jean Bracken again for making over 27 phone calls alerting/reminding everybody of tonight's meeting. The Book Worms Book Club will meet the last Tuesday of October at 11 a.m. in the Club House. Linda Schmitt will be leading the discussion of The Round House by Louise Erdrich, which won the National Book Award. There will be a lively discussion of the book. Gloria Colton will select the next book for discussion in November. Over 52 homeowners attended our Fall Celebration Party on September 26th. They contributed many gourmet pot luck dishes. The Talbot's decorated the Club House, which looked very festive. Many homeowners contributed time, energy and talent to setting up and cleaning up. Lynn Greene coordinated their efforts. A Holiday Party will take place in early December. If you'd like to be part of the planning, decorating, setting up or clean up call Renée Solow at 637-3600.

Treasurer Report: E Haynor reported that the Capital Improvements expense in the September financial report is the mailbox & paper box replacement. The CD at Solvay Bank was redeemed and the funds were deposited into a CD at Countryside FCU. The CD is in the amount of \$26,739.99, bears .8% interest and matures 09/24/14. J Murphy stated that E Haynor should look at GE General; they are worldwide and FDIC Insured.

Committee Reports:

Grounds: N Moore reported that Highlander is continuing to do fall clean up, which includes the leaves. All of the tree work is complete for the year. We are looking into next years tree work now.

Smile

Pool: R Forest reported that the pool is closed and the furniture has been put away by Highlander.

Roofs & Chimneys: Nothing new to report.

Maintenance: Nothing new to report.

Old Business: R Forest reported that he was alerted to visitors with recreation vehicles parking overnight in the cul-de-sacs. If you have guests and they cannot park in your driveway or the Club House parking lot, they must find other accommodations as emergency vehicles must have access at all times. **The last yard waste pick up for this year will be Tuesday, November 12, 2013.**

New Business: J Murphy stated that there is a truck at one of the units; we will have to determine if they are living in the unit or helping the owner move. There are 2 homeowners with solar lights that line their walkways; we need to look into the bylaws to see if those are allowed at Kimry Moor. There are 84 units here and 2 of them have outdoor lights, it does not look good. A homeowner wanted to follow up on the TV dish issue. R Forest stated that one TV dish was removed and the other will be removed. It's a work in progress.

Lynn Greene stated that the Club House parking lot needs better lighting. N Moore stated that we had the 3 street lamps installed to light up the parking lot. Lynn Greene stated that where the bridge is needs lighting or even reflectors. She would like this added to next years Club House budget.

Meeting adjourned.

The next meeting will be Tuesday, November 19, 2013 at 7:15 p.m. in the Club House.

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November 19, 2013

Present: R Forest, M Torres, R Colton, J Murphy, E Haynor, B Sweeney, R Solow, G Meyer, M Bright and A Fitzgerald of Highlander Associates.

Guest Speakers: Jim and Michael Crowley of Crowley Insurance came to the meeting to discuss insurance and answer any questions the homeowners had. They can be reached at 315-437-2983.

The minutes from the October 2013 meeting were approved as written.

Highlander Report: M Bright reported that not much is going on; we are still doing our leaf clean up. We will be back again depending on the weather; there are no set dates. We are ready for snow, the snow plow stakes have been placed in specific areas so please do not take them out. If one falls out please call Highlander, they will put it back in place. M Bright, N Moore and Ron Rogers of Michael Grimm will be here Friday, November 22nd to go over next spring's tree budget. M Bright stated that the trash pick up is always on Monday and the landscape debris pick up is over. Please remember that the landscape debris is to go out the day it is picked up. If your private contractor/landscaper leaves debris for Highlander to pick up, we will not dispose of it. They are responsible for picking up after their job.

President Report: R Forest reported that as a reminder, with winter months approaching, there will be no salting of driveways or sidewalks by the HOA. It is not the Homeowners Association's responsibility and it is not affordable. As stated in the bylaws Article XVI Section 9: "Under icy conditions, if approved by the Chairperson of the Grounds Committee and/or an Officer, snow removal will include salting or sanding of streets, and driveways. Salting of walks is the responsibility of the Members." If you want your driveway or sidewalk salted you may call Highlander, request that service and be billed. R Forest stated that the Board Officers will be elected at the meeting tonight. We waited this long because we have not had a complete Board in a few meetings.

Secretary Report: R Solow thanked Hal and Careen Talbot for their display of Florida sea shells and urchins at an informal get together. Hal discussed the shells that he and Careen had collected on Sanibel and Captiva beaches and explained the individual characteristics and behavior of each. They answered many questions from the audience. The Book Worms Book Club met on Tuesday, November 26th to discuss Gloria Colton's selection The Light Between Oceans by M.L. Stedman. A compelling story of an accidental gift from the sea and a heart breaking loss, it generated a lively discussion of personal values and justice. The next meeting will be next year on Tuesday, January 28th at 11 a.m. in the Clubhouse. To join us call Renée Solow at 637-3600 or Shirley Killian at 632-4980 for a book. The new selection will be distributed the first week in

January.

Party, Party, Party Alert! Save the date: Tuesday, December 10, 2013 at 5:30 p.m. The Annual Holiday Party will be pot luck meals, hosted at the Club House and cost \$1.00 per homeowner. Call Lynn Greene at 637-9270, Joan Murphy at 637-8246 or Renée Solow at 637-3600 to sign up. Hope to see you there!

Treasurer Report: E Haynor reported that a projected statement for the end of the current year was prepared by Highlander. The projection indicates our expenditures will exceed income by \$8,300. Income is on budget. Contract expenses are expected to be over budget by \$7,600. In this category Insurance exceeds budget by \$9,100 and Tree Service by \$1,900. Under expenditures in Ground Maintenance and Snow Removal total \$3,600 to offset the over expenditure. Charging the work done on the pool to Capital Improvement instead of repairs results in a savings of \$5,000 in Clubhouse Expenses. Other Expenses exceed budget by \$6,500 due to Maintenance & Repair but it's partially offset by reduction in Roof, Chimney Repair (\$3,900). Retained Earnings (if the projection holds up), will decrease to \$35,145. The Roof Reserve decreases \$11,800 from last year but the balance of \$182,000 is more than sufficient for our needs.

Committee Reports:

Grounds: No report.

Pool: R Colton reported that the pool is closed.

Roof & Chimneys: R Forest reported that next year's roof project will be units 201 and 203 as stated in previous minutes. That cul-de-sac has 5 units in it, so we will do units 201 & 203 this year and units 202, 204 & 206 in 2015.

Maintenance: J Murphy reported that he has spent \$22,000 this year, and a majority of that was on stoops and sidewalks. The rest of the money went to smaller jobs: electrical, painting, siding repairs, one new deck, etc. R Forest stated that chimneys and sidewalks are very expensive and unfortunately they are meeting their 30 year life span. J Murphy stated that this year 3 residents put in brick pavers, and they look great. Gradually we are repairing the blue stone walks, but give an allowance to homeowners to replace their blue stones with brick pavers. The allowance is what the Homeowners Association would pay for fixing your blue stones. If your blue stone has no issues you would not get an allowance. If you have further questions on this you may speak with Ray Forest or Joe Murphy. Pavers will enhance the value of your property. Once you put the pavers in, you assume full responsibility. J Murphy stated that he has had his pavers in for 8 years and has not had to perform any maintenance on them.

Old Business: M Torres reported that they mailed a \$100 donation to the Fayetteville Fire Dept for the CPR/AED classes they held here and all of their help.

New Business: R Forest reported that the 2014 Board Meeting dates are as follows: 1/21, 2/18, 3/18, 4/22, 5/20, 6/17, 7/15, 8/19, 9/16, Annual Meeting 9/23, 10/21 and 11/18.

Meeting adjourned.

The next meeting will be Tuesday, January 21, 2013 at 7:15 p.m. in the Club House.

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