

**Kimry Moor Homeowners Association
Board of Directors' Meeting
January 27, 2021
Via Zoom, 4:30 pm**

PRESENT: R. Bruner, B Sweeney, J. McLoughlin, P. Curtin, M. Levine, L. Crawford, L. Kushner, P. Haynor.

EXCUSED: J. Yanno

I. Opening Remarks:

It is a distinct honor and privilege to be back in the Presidents Chair, and I welcome Barb Sweeney as Vice President, and Laurie Kushner and Paula Haynor as new Directors.

II. President's Comments:

- a. Welcome Olivia O'Brien to the TJMG family.
- b. One change thus far is that the Board Meeting is just that - a meeting of the Board. If you would like to make a constructive comment, please forward the item to be placed on the agenda for consideration. Comments for the Board to consider should be sent to TJMG prior to the Board meeting. There will no longer be an open forum after the Board meeting; however, the Board Meeting is still open to all community members.
- c. All work orders must have a documented firm quote; no longer will estimates be accepted.
- d. Chair Approvals are: Architectural - J. Brooks, Clubhouse - L. Greene, Grievance - M. Torres, Tree & Garden - J. Yanno, Grounds - L. Crawford, Insurance - L. Crawford, General Maintenance - M. Levine, Nominating - P. Haynor, Pond & Swale - R. Greene, Pool - R. Muraca/R. Bruner, Roof Repair, Chimney & Funding - C. Pilon/P. Curtin, Welcoming - L. Shapess, Neighborhood Watch - J. Cooper, Contracts - R. Bruner, By Laws - C. Pilon. **A motion was made, seconded and approved to accept the 2021 Chairs. (8 Board members voted yes)** Please let Barbara Sweeney know of any new additions or changes to the committee list. Chairs are asked to seek out 2 or more members for their committees.

III. Secretary's Report:

- a. Janet McLoughlin requested approval of the Minutes of the November 2020 Board of Directors meeting. **A motion was made, seconded and approved to accept the November 2020 Board of Directors meeting minutes. (8 Board members voted yes)**

- b. Janet reported the passing of two past residences, Joan Murphy and Sarah Feldman. Condolences go out to their families.

V. Treasurer's Report:

- a. Pat Curtin presented the December Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the December 2020 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register and M&T Bank Reconciliation. (8 Board members voted yes)**
- b. Pat reported that the Bartlett Tree Experts invoice for \$1,296.00 was approved by electronic vote. **(8 Board members voted yes)**
- c. The December financial reports are attached.

VI. Property Manager's Report:

TJMG Properties reported that we are currently below snow totals for the year. We have received no complaints from the residents. The swale is not mow-able in its current condition. Therefore, it will need to be redone in the spring. More residents than usual are receiving deliveries. Homeowners are asked to breakdown their boxes. If they have an abundance of boxes, they are asked to put out a portion of them at a time. Marty Levine stated that TJMG Properties is doing a great job with the shoveling this year.

VII. Committee Reports:

Maintenance Committee:

Marty Levine reported that power washing, outside painting etc. will resume in the spring.

Architectural Control Committee:

Jill Brooks reported that it is a good time for homeowners to start planning for projects. Homeowners are reminded to complete the form on the Kimry Moor website for any architectural changes. The form can be sent to Jill Brooks at Unit 608 or emailed to TJMG Properties. The form on the website will be updated to reflect this.

Insurance Committee:

The renew date of the Associations insurance policies is February 25, 2021. Linda Crawford will review the proposed renewal and the approval will be done by electrical vote.

VIII. OLD BUSINESS:

Lot Line Adjustment: Once the as-built drawing is accepted by the Onondaga County Clerk and a firm fee is assessed, this item will be closed and Linda Shapess will receive her quit claim deed. (item Open).

IX. NEW BUSINESS:

Pool Committee: Pool Surgeons notified Kimry Moor that they are no longer interested in providing pool services. As such, we must select a different vendor. This entails twice a week cleaning, pool opening and closing, and backwash of the two filters. A SOW has been prepared and will go out to all possible vendors. (Item Open)

X. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the January 27, 2021 Board Meeting.**
- b. The February Board Meeting will be held on Wednesday, February 24, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF DECEMBER 2020

	CD	Maturity	DECEMBER	DECEMBER	
	Rate	Date	Balance	Balance	Variance to Prior Year
			2019	2020	Increase/(Decrease)
ASSETS					
General Operations					
Cash - M&T Bank			\$ 45,145	\$ 52,366	\$ 7,221
Petty Cash - Clubhouse			\$ 300	\$ 300	\$ -
CD - Key Bank	2.57%	3/20/2021	\$ 15,783	\$ 15,857	\$ 74
Emergency Reserve - Key Bank CD	2.50%	3/20/2021	\$ 52,316	\$ -	\$ (52,316)
Total Cash for General Operations			\$ 113,544	\$ 68,523	\$ (45,021)
Roof Replacement Reserve Funds					
Cash - Key Bank Checking			\$ 1,966	\$ 47,607	\$ 45,641
Prepaid Taxes - CPA			\$ -	\$ -	\$ -
Accounts Receivable - Common Fees			\$ -	\$ -	\$ -
Accounts Receivable - Billings			\$ 25	\$ 32	\$ 7
Accounts Receivable - New Homeowners			\$ -	\$ -	\$ -
TOTAL ASSETS			\$ 115,535	\$ 116,162	\$ 627
CURRENT LIABILITIES					
General Operations					
Accounts Payable			\$ 14,739	\$ 2,921	\$ (11,818)
Prepaid Fees			\$ 28,956	\$ 49,979	\$ 21,023
Total			\$ 43,695	\$ 52,900	\$ 9,205
EQUITY					
Roof Replacement Reserve Funds			\$ 1,966	\$ 47,607	\$ 45,641
Emergency Reserve			\$ 52,316	\$ -	\$ (52,316)
Retained Earnings			\$ 78,896	\$ 17,578	\$ (61,318)
Adjustments to Retained Earnings			\$ (72,800)	\$ (16,000)	\$ 56,800
P&L Year-To-Date			\$ 11,462	\$ 14,077	\$ 2,615
Total			\$ 71,840	\$ 63,262	\$ (8,578)
TOTL LIABILITIES & EQUITY			\$ 115,535	\$ 116,162	\$ 627
Accounts Receivable = residents who are behind in payment of common fees					
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year					

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

DECEMBER YTD 2020

	ACTUALS FOR DECEMBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees	\$ -	\$ 302,400		\$ 302,400	Increased Common Fees \$16,800/year -- 50% to Roof Reserve
New Homeowner Fees	\$ -	\$ 6,000		\$ 10,000	Units 301, 405 & 713
Late Charge Income	\$ 35	\$ 285		\$ -	
Interest Income - Regular Operations	\$ 1	\$ 310		\$ 1,000	
Other Income	\$ -	\$ 292		\$ 100	Miscellaneous billings to owners for tree services
Total Income	\$ 36	\$ 309,287	\$ -	\$ 313,500	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,577	\$ 53,856		\$ 50,900	
Insurance	\$ -	\$ 39,832		\$ 40,300	Annual premium = \$38,284; NYSFIF fee = \$190; Umbrella coverage = \$1,302
Property Management Fees	\$ 1,169	\$ 13,703		\$ 14,025	
Snow Removal	\$ 2,056	\$ 24,172		\$ 22,900	
Trash Removal - TJMG	\$ 761	\$ 8,949		\$ 8,500	
Trash Removal - Waste Management	\$ 1,383	\$ 8,572		\$ 8,000	Includes \$150 for additional pick-up
Total Contract Services	\$ 9,946	\$ 149,084	\$ -	\$ 144,625	
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance	\$ 160	\$ 2,162		\$ 6,075	Roof repairs for units 607, 605, 404, 601 & some work orders
Chimney Repairs	\$ -	\$ 1,825		\$ 15,000	Unit 825
Chimney Replacement/Rebuilt	\$ -	\$ -		\$ -	
Total Roof & Chimney Maint.	\$ 160	\$ 3,987	\$ -	\$ 21,075	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.	\$ -	\$ 229			
Deck Repair	\$ -	\$ -			
Painting & Siding	\$ -	\$ -			
Repair/Replace Steps/Sidewalks to Pavers	\$ -	\$ 9,015			Unit 108, 106, 811, 801, 511, 404, 104, 513, 906
Mailbox/paper box replacement	\$ -	\$ 743			Purchased 6 mailboxes for \$325 (already used 2)
Maint./Repairs - TJMG Properties	\$ 64	\$ 434			Mulch around flag etc.
Structure & Misc. Maint./Repairs	\$ 684	\$ 4,315		\$ -	Primarily Greg Cohen maint. work
Total Gen. Maint. & Repairs	\$ 748	\$ 14,736	\$ -	\$ 17,500	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

DECEMBER YTD 2020

	ACTUALS FOR DECEMBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ 39	\$ 785		\$ 1,400	Primarily cleaning service & supplies
Clubhouse Improvements	\$ -	\$ -		\$ 1,000	
Clubhouse Repairs & Maint.	\$ -	\$ 1,917		\$ -	Repairs to bathroom in basement & upstairs lighting
Pool Repairs	\$ 130	\$ 2,747		\$ 1,000	TJMG - preparing pool for use; work by Clean All
Pool Maintenance	\$ (153)	\$ 6,833		\$ 7,000	Vendors monthly maint.
Energy Cost for street lighting	\$ (50)	\$ 500		\$ 550	
Water - Pool	\$ (479)	\$ 2,117		\$ 2,000	
Water	\$ -	\$ 215		\$ 200	
Other Utilities	\$ 273	\$ 3,459		\$ 5,950	
Total Clubhouse/Recreational Exp.	\$ (240)	\$ 18,573	\$ -	\$ 19,100	
OTHER EXPENSES					
Legal & Accounting	\$ -	\$ 525		\$ 1,500	
Tree Service & Garden Maint.	\$ 15,860	\$ 21,327		\$ 20,000	Foliage treatment to crabapples & blue spruces trees, tree removal near unit 701, tree maint. & safety
Grounds Maint. - HOA	\$ 746	\$ 2,429		\$ -	primarily for work done for unit 903 - 907
Planting & Flowers	\$ -	\$ 15		\$ 500	
Ponds & Stream Maintenance	\$ -	\$ 23,096		\$ 25,000	Cayuga County charge \$22,588
Taxes, etc.	\$ -	\$ 194		\$ 400	
Miscellaneous	\$ 320	\$ 1,208		\$ 4,000	Donations in memory of owners who died - \$300; office expenses \$155; postage \$91, gifts etc.
Total Other Expenses	\$ 16,926	\$ 48,794	\$ -	\$ 51,400	
Total Expenditures	\$ 27,540	\$ 235,174	\$ -	\$ 253,700	
REGULAR OPERATING PROFIT & LOSS	\$ (27,504)	\$ 74,113	\$ -	\$ 59,800	
Funds Transferred from Common Fees		\$ (59,800)		\$ (58,800)	Four quarters of funds transfers
Interest Income - Emergency Reserve	\$ -	\$ (236)		\$ (1,000)	Interest from Emergency Reserve
Total Funds Transferred	\$ -	\$ (60,036)	\$ -	\$ (59,800)	
NET OPERATIONAL PROFIT & LOSS	\$ (27,504)	\$ 14,077	\$ -	\$ -	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

DECEMBER YTD 2020

	ACTUALS FOR DECEMBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	

ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)

ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2020)	\$ -	\$ 1,966		\$ 1,966	
Funds Transferred to Roof Replacement Reserve	\$ -	\$ 59,800		\$ 58,800	4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings	\$ -	\$ 16,000		\$ -	Transferred \$6,000 from prior years' \$6,096 Retained Earnings & \$10,000 of the \$11,462 Net Income in 2019
Other Replacement Income	\$ -	\$ 52,539		\$ -	Cashed CD for roof replacements \$52552 less bank fee of \$13
Expenditures	\$ -	\$ (82,698)	\$ -	\$ (57,500)	Units 507 & 509 = \$22,799; units 821, 823, 825, 827 = \$40,600 801 & 803 = \$19,299;
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	<u>\$ -</u>	<u>\$ 45,641</u>	<u>\$ -</u>	<u>\$ 1,300</u>	

ROOF REPLACEMENT CAPITAL FUNDS BALANCE	<u>\$ -</u>	<u>\$ 47,607</u>	<u>\$ -</u>	<u>\$ 3,266</u>
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KEY BANK CASH BALANCE	<u>\$ -</u>	<u>\$ 47,607</u>	<u>\$ -</u>	<u>\$ 3,266</u>
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**Kimry Moor Homeowners Association
Board of Directors' Meeting
February 24, 2021
Via Zoom, 4:30 pm
DRAFT**

PRESENT: R. Bruner, B Sweeney, J. McLoughlin, P. Curtin, M. Levine, J. Yanno, L. Kushner, P. Haynor.

EXCUSED/ABSENT: L. Crawford

I. President's Comments:

One change thus far is that the Board Meeting is just that - a meeting of the board. If you would like to make a constructive comment please forward the item be placed on the agenda for consideration by the board. Comments for the Board to consider should be sent to TJMG. The items can be addressed privately or if relevant to the entire community, the Board will consider the item. The Board Meeting is still open to all community members. Once the Board meeting is over then we can have an off-the-record conversation.

II. Secretary's Report:

- a. Janet McLoughlin requested approval of the Minutes of the January Board of Directors meeting with changes. **A motion was made, seconded and approved to accept the January 2021 Board of Directors meeting minutes. (7 Board members voted yes)**
- b. Janet reported the passing of Richard Seidner. A donation will be made to St Jude's Children's Hospital.

III. Treasurer's Report:

- a. Pat Curtin presented the January Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. Pat suggested that \$14,200 from retained earnings be moved to the roof reserves. **A motion was made, seconded and approved to accept the January 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register and M&T Bank Reconciliation. (7 Board members voted yes) A motion was also made, seconded and approved to move the \$14,200 from retained earnings to the roof reserve. (7 Board members voted yes)**
- b. The January financial reports are attached.

IV. Committee Reports:

Roof and Chimney Committee:

Report attached.

Insurance Committee:

The renewal date of the Association's insurance policies is February 25, 2021. The Board reviewed the details of the proposed renewal of the contract from John J. Grimaldi & Associates. **A motion was made, seconded and approved to renew the policy with John Grimaldi & Associates. (7 Board members voted yes)**

Financial Review Committee:

The Financial Review Committee has begun the work of reviewing the 2020 financial records and reports for Kimry Moor HOA. We expect the work to be completed in March and will provide a final report at the March Board meeting.

Pond & Swale Committee:

Report attached.

Welcome Committee:

Report Linda Shapess is updating the information in the Welcome Packet, including the names and contact information for the Board members and Board officers.

Pool Committee:

The Board may need to change vendors for pool maintenance. This entails twice a week cleaning, pool opening and closing and backwash of the two filters. The committee is working on securing a vendor.

V. OLD BUSINESS:

Lot Line Adjustment: Once the as-built drawing is accepted by the Onondaga County Clerk and a firm fee is assessed this item will be closed and Linda Shapess receives her quit claim deed. (item Open)

Report attached.

VI. NEW BUSINESS:

Front Doors: A recommendation was made by one of the residents to add color to Kimry Moor by allowing the painting of the front doors from a selection of colors approved by the Board. This would require further discussion of the concept as well as colors and input from the residents. (Item open)

VII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the February 24, 2021 Board Meeting.**
- b. The March Board Meeting will be held on Wednesday, March 24, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF JANUARY 2021

		CD	Maturity	DECEMBER	JANUARY		
		Rate	Date	Balance	Balance	Variance to Prior Year	
				2020	2021	Increase/(Decrease)	COMMENTS
ASSETS							
General Operations							
	Cash - M&T Bank			\$ 52,366	\$ 71,790	\$ 19,424	Bank Reconciliation on the Portal
	Petty Cash - Clubhouse			300	300	-	
	CD - Key Bank	2.57%	3/20/2021	15,857	15,858	1	
	Emergency Reserve - Key Bank CD			-	-	-	
	Total Cash for General Operations			\$ 68,523	\$ 87,948	\$ 19,425	
Roof Replacement Reserve Funds							
	Cash - Key Bank Checking			\$ 47,607	\$ 62,557	\$ 14,950	Bank Reconciliation on the Portal
	Prepaid Taxes - CPA			\$ -	\$ -	-	
	Accounts Receivable - Common Fees			-	-	-	
	Accounts Receivable - Billings			32	929	897	
	Accounts Receivable - New Homeowners			-	-	-	
TOTAL ASSETS				\$ 116,162	\$ 151,434	\$ 35,272	
CURRENT LIABILITIES							
General Operations							
	Accounts Payable			2,921	\$ 587	(2,334)	
	Prepaid Fees			49,979	\$ 21,476	(28,503)	
	Total			\$ 52,900	\$ 22,063	\$ (30,837)	
EQUITY							
	Roof Replacement Reserve Funds			47,607	\$ 62,557	14,950	
	Emergency Reserve			-	\$ -	-	
	Retained Earnings			17,578	\$ 15,778	(1,800)	Net amount yet to reserve \$14,200
	Adjustments to Retained Earnings			(16,000)		16,000	
	P&L Year-To-Date			14,077.0	\$ 51,036	36,959	
	Total			\$ 63,262	\$ 129,371	\$ 66,109	
TOTL LIABILITIES & EQUITY				\$ 116,162	\$ 151,434	\$ 35,272	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

JANUARY YTD 2021

	ACTUALS FOR JANUARY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees	\$ 75,600	\$ 75,600		\$ 302,400	1 Resident in arrears
New Homeowner Fees	-			8,000	
Late Charge Income	100	100		200	
Interest Income - Regular Operations	1	1		100	
Other Income				100	
Total Income	\$ 75,701	\$ 75,701	\$ -	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,672	4,672		\$ 54,920	
Insurance				41,400	
Property Management Fees	1,169	1,169		14,445	
Snow Removal	2,056	2,056		24,672	
Trash Removal - TJMG	761	761		9,123	
Trash Removal - Waste Management	603	603		8,000	
Total Contract Services	\$ 9,261	\$ 9,261	\$ -	\$ 152,560	All Routine payments
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance				\$ 4,300	
Chimney Repairs				8,000	
Chimney Replacement/Rebuilt				-	
Total Roof & Chimney Maint.			\$ -	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.	\$ 105	\$ 105			
Deck Repair	-	-			
Painting & Siding	-	-			
Repair/Replace Steps/Sidewalks to Pavers	-				
Mailbox/paper box replacement	-				
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs				-	
Total Gen. Maint. & Repairs	\$ 105	\$ 105	\$ -	\$ 17,500	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

JANUARY YTD 2021

	ACTUALS FOR JANUARY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ -	\$ -		\$ 1,400	
Clubhouse Improvements	-	-		1,000	
Clubhouse Repairs & Maint.				-	
Pool Repairs				2,000	
Pool Maintenance				7,000	
Energy Cost for street lighting					
Water - Pool				2,600	
Water				200	
Other Utilities	\$ 284	\$ 284		5,500	
Total Clubhouse/Recreational Exp.	\$ 284	\$ 284	\$ -	\$ 19,700	
OTHER EXPENSES					
Legal & Accounting	\$ -			\$ 4,000	
Tree Service & Garden Maint.				24,000	
Grounds Maint. - HOA				5,000	
Planting & Flowers				500	
Ponds & Stream Maintenance				12,340	
Taxes, etc.				300	
Miscellaneous	64	64		2,700	
Total Other Expenses	\$ 64	\$ 64	\$ -	\$ 48,840	
Total Expenditures	\$ 9,714	\$ 9,714	\$ -	\$ 250,900	Total 10 checks written during January Check Register on Portal
REGULAR OPERATING PROFIT & LOSS	\$ 65,987	\$ 65,987	\$ -	\$ 59,900	
Funds Transferred from Common Fees	\$ 14,950	14,950		(59,800)	Regular Quarterly Transfer
Interest Income - Emergency Reserve	\$ 1	1		(100)	
Total Funds Transferred	\$ 14,951	\$ 14,951	\$ -	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ 51,036	\$ 51,036	\$ -	\$ -	Monthly Excess income over Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

JANUARY YTD 2021

	ACTUALS FOR JANUARY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)					
ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607		\$ 47,607	
Funds Transferred to Roof Replacement Reserve	\$ 14,950	\$ 14,950		\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings	\$ -			\$ -	
Other Replacement Income	\$ -			\$ -	
Expenditures	\$ -	\$ -	\$ -	\$ (103,700)	Received quotes to replace 8 units in 2021
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	\$ 14,950	\$ 14,950	\$ -	\$ (43,900)	
ROOF REPLACEMENT CAPITAL FUNDS BALANCE	\$ 62,557	\$ 62,557	\$ -	\$ 3,707	
KEY BANK CASH BALANCE	\$ -	\$ 62,557	\$ -	\$ 3,707	

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

FEBRUARY 24, 2021 BOARD MEETING

The committee met to discuss the moderate amount of snow and large icicles on the owners' roofs. Jason Slate, owner of Custom Quality, had his foreman perform an inspection of all roofs and reported that 44 units had moderate to significant ice on the roofs. He presented a quote to remove 5 feet of snow and ice from the edges of 44 units at a cost of \$14,000+. Rather than entertain his proposal, the committee decided to issue a letter to all residents addressing the issue. You should have received the letter yesterday or today.

Jason expects considerable leaks at many homes throughout the area as the warmer weather melts the snow and ice and then freezes again in the evening.

Currently two board members had their roofs shoveled and ice removed.

Unit 305 water leak

Received a phone call from the owner. Lots of water in the fireplace and surrounding area. I contacted Custom Quality to investigate. They removed snow and ice around the chimney.

“Patrick removed all the ice behind the chimney. Also, at the bottom edge, he removed 6 feet of snow and broke up all the ice. So, 4 feet of ice removed on each side of the chimney and 6 feet up to the chimney from the edge of the roof. We will be billed \$225.”

Submitted by Committee Chair

2/23/2021

Pond & Swale Committee Report
February 24, 2021

The Cayuga SWCD confirm to me that they will be returning to Kimry Moor to complete the final grading and seeding as soon as the weather and ground allows them too.

Cayuga SWCD will be replacing the railings that were remove when SWCD personnel had to remove a portion of the road to the Clubhouse. Since the railings had deteriorated due to weather and time, new railings will have to be milled by a lumber yard.

There may be an additional cost for milling the railings, but the total cost of \$25,000 approved by the Board of Directors will not be exceeded.

Submitted,

Richard J. Greene
Chair, Swale Remediation (Between Mott Road and the Club House) Committee

Ianuzi & Romans has submitted a final draft of the "Amended As-Built Survey Map" to the Town of Manlius.

Several questions were asked why this mapping was being done, and Ianuzi & Romans believe that their answers were acceptable to the Town of Manlius.

Although a final decision has not been made by the Town of Manlius, Ianzi & Romans believe that the HOA will have to submit a "formal" application to the Town. Although the cost for this submittal was included in the original proposal to the HOA by Ianuzi & Romans, the final approval of the Amended As-Built Survey Map may be delayed by this application being submitted to the Town.

Once the Town of Manlius accepts the Application and Amended As-Built Survey Map, I will e-mail this Map to Rick Brunner via Barbara Sweeney, Philip Miller and any other interested party for comment. After comments are received and addressed, the Map will be filed with Onondaga County.

Submitted,

Richard J. Greene

Kimry Moor Homeowners Association
Board of Directors' Meeting
March 24, 2021
Via Zoom, 4:30 pm
DRAFT

PRESENT: R. Bruner, B Sweeney, P. Curtin, M. Levine, J. Yanno, L. Kushner, P. Haynor, L. Crawford and Kathryn Wolff of TJMG Properties.

EXCUSED/ABSENT: J. McLoughlin

I. President's Comments:

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III. Treasurer's Report:

- a. Pat Curtin presented the February Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the February 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register and M&T Bank Reconciliation. (8 Board members voted yes)**
- b. The February financial reports are attached.

IV. Property Managers Report:

- a. TJMG Properties reported that we usually don't begin repairing the plow damage until April, but with the current weather conditions, TJMG Properties will be pulling plow stakes and beginning the repair work next week.
- b. The yard waste notice with schedule has been sent to the homeowners.

V. Committee Reports:

Grounds Committee:

The Grounds Committee reported that they are obtaining quotes to dredge/clean up the swales behind the 100, 200 and 400 blocks.

Maintenance Committee:

The Maintenance Committee reported that other than repairing mailboxes and receiving requests for power washing, there has been little activity. Unit 407 will be installing new pavers.

Architectural Committee:

The Architectural Committee reported that Unit 608 has submitted two requests for approval.
1 - Request from unit 608 to replace 2 rear casement windows. Same exact opening and style as well as color. They are Anderson windows and will be installed by Hazard Renovations who are excellent.

2 - Request from unit 608 to paint the rear screened porch and attached steps. They will follow the required KM colors for wall framework and trim. This is the homeowner's responsibility and of no expense to the HOA.

A motion was made, seconded and approved for Unit 608 to install two new casement windows and paint the screened in porch and attached stairs. (8 Board members voted yes)

Pool Committee:

The Pool Committee reported that Pool Surgeons, who used to care for the pool, has stated that they are no longer interested in taking care of the Kimry Moor pool. As such, we must select a different vendor who may care for the pool. A solicitation has gone out to prospective vendors. The pool permit for 2021 is being obtained.

Roof and Chimney Committee:

a. Roof replacements for Units 301, 303, 305, 401, 403, 405, & 407 are scheduled for May and roof replacements for Units 402 & 404 are scheduled July totaling \$117,400. Chimney inspections will be completed on those units by the end of April. **A motion was made, seconded and approved for the for replacements of Units 301, 303, 305, 401, 402, 403, 404, 405 & 407 totaling \$117,400. (8 Board members voted yes) A motion was made, seconded and approved to close out the CD and move the \$15,800 to the roof replacement reserves. (8 Board members voted yes)**

b. Report attached.

VI. OLD BUSINESS:

Lot Line Adjustment: Once the as-built drawing is accepted by the Onondaga County Clerk and a firm fee is assessed this item will be closed and Linda Shapess receives her quit claim deed. (item Open)

Front Doors: A recommendation was made by one of the residents to add color to Kimry Moor by allowing the painting of the front doors at the discretion of the homeowner. Initially, the concept as well as a few color choices would have to be approved by the Board.

Possible options are that it would be up the occupant to submit an architectural review form with a color choice and present it to the Board for approval/disapproval. The Association would no longer be responsible for upkeep and upon the sale of the unit the color would revert to the original at the seller's expense. The color choices would be defined by the Association and could not be altered. This would also involve a By-law change. (Item open)

VII. NEW BUSINESS:

Front Entryway: Some members of our Community have been offended by the religious nature of the decorations at the entrance. Individual beliefs and practices must be taken into consideration within the community. After a brief discussion, it was determined that the Kimry Moor entrance would be kept clear of any decorations. **A motion was made, seconded and approved for no decorations at the front entrance. (7 Board members voted yes & 1 Board member voted no)**

VIII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the March 24, 2021 Board Meeting.**
- b. The April Board Meeting will be held on Wednesday, April 28, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF FEBRUARY 2021

	CD Rate	Maturity Date	DECEMBER Balance 2020	FEBRUARY Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS						
General Operations						
Cash - M&T Bank			\$ 52,366	\$ 48,071	\$ (4,295)	Bank Reconciliation posted on the Portal
Petty Cash - Clubhouse			300	300	-	
CD - Key Bank	0.05%	3/20/2021	15,857	15,859	2	
Emergency Reserve - Key Bank CD			-	-	-	
Total Cash for General Operations			\$ 68,523	\$ 64,230	\$ (4,293)	
Roof Replacement Reserve Funds						
Cash - Key Bank Checking			\$ 47,607	\$ 76,757	\$ 29,150	Bank Reconciliation posted on the Portal
Prepaid Taxes - CPA			\$ -	\$ -	-	
Accounts Receivable - Common Fees			-	-	-	
Accounts Receivable - Billings			32	950	918	1 Resident in Arrears
Accounts Receivable - New Homeowners			-	\$ -	-	
TOTAL ASSETS			\$ 116,162	\$ 141,937	\$ 25,775	
CURRENT LIABILITIES						
General Operations						
Accounts Payable			2,921	\$ 14,477	11,556	
Prepaid Fees			49,979	\$ 23,280	(26,699)	
Total			\$ 52,900	\$ 37,757	\$ (15,143)	
EQUITY						
Roof Replacement Reserve Funds			47,607	\$ 76,757	29,150	
Emergency Reserve			-	\$ -	-	
Retained Earnings			17,578	\$ 15,778	(1,800)	
Adjustments to Retained Earnings			(16,000)		16,000	
P&L Year-To-Date			14,077	\$ 11,645	(2,432)	
Total			\$ 63,262	\$ 104,180	\$ 40,918	
TOTL LIABILITIES & EQUITY			\$ 116,162	\$ 141,937	\$ 25,775	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

FEBRUARY YTD 2021

	ACTUALS FOR FEBRUARY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees	\$ -	\$ 75,600		\$ 302,400	1 Resident in arrears for January
New Homeowner Fees	-			8,000	
Late Charge Income		100		200	
Interest Income - Regular Operations	1	1		100	
Other Income				100	
Total Income	\$ 1	\$ 75,701	\$ -	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,577	9,155		\$ 54,920	
Insurance	15,011	15,011		41,400	1st Installment for 2021 Insurance Package
Property Management Fees	1,169	2,338		14,445	
Snow Removal	2,056	4,112		24,672	
Trash Removal - TJMG	761	1,522		9,123	
Trash Removal - Waste Management	705	1,308		8,000	Contamination penalty will be assessed in March for Recycling bin
Total Contract Services	\$ 24,279	\$ 33,446	\$ -	\$ 152,560	All Routine payments
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance	\$ 225	\$ 225		\$ 4,300	
Chimney Repairs				8,000	
Chimney Replacement/Rebuilt				-	
Total Roof & Chimney Maint.	\$ 225	\$ 225	\$ -	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.		\$ 105			
Deck Repair	-	-			
Painting & Siding		-			
Repair/Replace Steps/Sidewalks to Pavers	-				
Mailbox/paper box replacement	84	84			
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs				-	
Total Gen. Maint. & Repairs	\$ 84	\$ 189	\$ -	\$ 17,500	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

FEBRUARY YTD 2021

	ACTUALS FOR FEBRUARY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ -	\$ -		\$ 1,400	
Clubhouse Improvements	-	-		1,000	
Clubhouse Repairs & Maint.				-	
Pool Repairs				2,000	
Pool Maintenance				7,000	
Energy Cost for street lighting					
Water - Pool				2,600	
Water				200	
Other Utilities	\$ 362	\$ 646		5,500	
Total Clubhouse/Recreational Exp.	\$ 362	\$ 646	\$ -	\$ 19,700	
OTHER EXPENSES					
Legal & Accounting	\$ -			\$ 4,000	
Tree Service & Garden Maint.				24,000	
Grounds Maint. - HOA		95		5,000	
Planting & Flowers				500	
Ponds & Stream Maintenance				12,340	
Taxes, etc.	175	182		300	2020 Corporate Tax Return Filed. NYS Tax Paid
Miscellaneous	66	123		2,700	
Total Other Expenses	\$ 241	\$ 400	\$ -	\$ 48,840	
Total Expenditures	\$ 25,191	\$ 34,906	\$ -	\$ 250,900	Total of 9 checks written during February Check Register is posted on Portal
REGULAR OPERATING PROFIT & LOSS	\$ (25,190)	\$ 40,795	\$ -	\$ 59,900	
Funds Transferred from Common Fees		-		(59,800)	Regular Quarterly Transfer
Interest Income - Emergency Reserve	\$ 1	1		(100)	
Total Funds Transferred	\$ 1	\$ 1	\$ -	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ (25,191)	\$ 40,794	\$ -	\$ -	Monthly/YTD Excess income over Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

FEBRUARY YTD 2021

	ACTUALS FOR FEBRUARY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)					
ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607		\$ 47,607	
Funds Transferred to Roof Replacement Reserve		\$ 14,950		\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings	\$ 14,200	\$ 14,200		\$ -	
Other Replacement Income	\$ -			\$ -	
Expenditures	\$ -	\$ -	\$ -	\$ (103,700)	Received quotes to replace 8 units in 2021
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	<u>\$ 14,200</u>	<u>\$ 29,150</u>	<u>\$ -</u>	<u>\$ (43,900)</u>	
ROOF REPLACEMENT CAPITAL FUNDS BALANCE	<u>\$ 61,807</u>	<u>\$ 76,757</u>	<u>\$ -</u>	<u>\$ 3,707</u>	
KEY BANK CASH BALANCE	<u>\$ -</u>	<u>\$ 76,757</u>	<u>\$ -</u>	<u>\$ 3,707</u>	
YTD Net Income					
		<u>\$ 11,645</u>			

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

MARCH 24, 2021 BOARD MEETING

The committee met to discuss the roof replacement schedule for 2021. It was agreed to the following roof replacements etc.:

- ✓ Units 301, 303 & 305 by Custom Quality in May for \$36,500
- ✓ Units 401, 403, 405 & 407 by J. Lindsley in May for \$52,900
- ✓ Units 402 & 404 by Custom Quality in July for \$28,000
- ✓ Funds from the matured CD, approximately \$15,800, will be transferred to the Roof Replacement Reserve during April.
- ✓ If funds are available after July, units 406 & 408 will be scheduled during the month of October. L. Lindsley would be contracted at a cost of \$28,500.
- ✓ All 400 units were last replaced in 1997 (25 years old). The 300 units, with several problems, were last replaced in 1999 (23 years old).
- ✓ Chimney inspection for all scheduled roof replacements will be completed by the end of April.
- ✓ Kimry Moor roof replacement specs have been updated and issued to contractors.
- ✓ Sufficient funds are available to complete the May replacement schedule.
- ✓ Vendor quotes have been received – both vendors have almost identical quotes. Quotes are good until April 1. The committee recommends the quotes received from both vendors be accepted; thereby locking in the quotes, even though some roof replacements are scheduled for later in the year.
- ✓ Letters to owners affected by the roof replacements will be issued after the Board has approved the roof replacement schedule.

Unit 407 – one or more shingles blown off roof. Custom Quality to inspect all roof scheduled to be replaced. Work will be completed by month end.

Roof Replacement, Repair and Funding Committee (Claude P, Richard G, Pat C, Morris T)

3/24/2021

Kimry Moor Homeowners Association
Board of Directors' Meeting
April 28, 2021
Via Zoom, 4:30 pm

PRESENT: R. Bruner, B Sweeney, J. McLoughlin, P. Curtin, J. Yanno, P. Haynor, L. Crawford, M. Levine, and Kathryn Wolff of TJMG Properties.

EXCUSED/ABSENT: L. Kushner

I. President's Comments:

One change thus far is that the Board Meeting is just that - a meeting of the board. If you would like to make a constructive comment, please forward the item to be placed on the agenda for consideration by the board, care of Kathryn Wolff. Comments for the Board to consider should be sent to TJMG. The items can be addressed privately or if relevant to the entire community, the Board will consider the item. The Board Meeting is still open to all community members. Once the Board meeting is completed, an off-the-record conversation will be permitted.

II. Property Managers Report:

- a. TJMG Properties reported that due to low staffing, the mowing date has been moved from Tuesday to Monday. TJMG Properties will collect the trash and do the mowing on Mondays. We will schedule Salt City Lawn Care to treat the lawns after the 2nd mowing.
- b. The dam will be installed for the season next week.
- c. We have noticed that some homeowners have been putting their yard waste out as early as 4-5 days before pickup. It should be placed out the night before.
- d. Barb Sweeney asked when the drainage pipe is scheduled to be buried at unit 907 per past President Richard Greene's direction. Richard Greene will follow-up with TJMG Properties.

III. Secretary's Report:

- a. Request for approval of the Minutes of the March Board of Directors. **A motion was made, seconded and approved to accept the March 2021 Board of Directors meeting minutes. (8 Board members voted yes)**

IV. Treasurer's Report:

- a. Pat Curtin presented the March Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the March 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register and M&T Bank Reconciliation. (8 Board members voted yes)**
- b. **The D'Arcangelo & Co invoice for preparation of the State & Federal taxes (\$545) was approved to pay by electronic vote. The Greg Cohen invoice to rebuild the park benches (\$400.08) was also approved by electronic vote.**
- c. The March financial reports are attached.

V. Committee Reports:

Tree & Garden Committee:

- a. The Grounds Committee reported that they were notified that the debris from the tree that was taken down along the side of 701 still has not been "cleaned up". They requested a quote from TJMG Properties for this work. We received a quote of \$292, plus tax. This would include top soil, seeding and pellet mulch. Pat Curtin suggested that the Committee check the Bartlett Tree quote to see if the tree clean-up work was included. (item open)
- b. Report attached.

Maintenance Committee:

The Maintenance Committee reported that Greg Cohen will be doing roof inspections next week. Marty hopes to start an inventory of the homes that need power washing and start the work - weather permitting.

Architectural Committee:

The Architectural Committee reported the following two requests for approval.

1- Unit 908 requests approval to change the railing on the deck/balcony which overlooks the driveway. Apparently, the design of the railing no longer is up to code and could be a safety hazard. The homeowner will have the new boards painted/stained to conform to the Kimry Moor brown. The work is to be done by Greg Cohen this Spring/Summer. The homeowner will bear the expense of the project. **A motion was made, seconded and approved for Unit 908 to change the railing on the back deck. (8 Board members voted yes)**

2- Unit 809 requests approval to have her front door painted. She is requesting approval for a color other than Kimry Moor colors. The particular color she is requesting is Behr paint, Gallery Green. Each Board member received a color swatch prior to the meeting since it is difficult to determine colors online. The homeowner will bear the expense of the materials and labor. **A motion was made, seconded and after a brief discussion, the request**

was denied to paint the front door. (8 Board members voted no) . The Board will discuss the feasibility of allowing the residents to paint their front doors a different color. This will be discussed and then voted on. If passed the Board will approve a selection of colors. (Item open)

Pool Committee:

- a. The Pool Committee reported that they had to get an “Employer ID Number” from Federal Government to apply for a Certificate. The fee was \$245 for EIN. Pat Curtin will reach out to the Internal Revenue Service to see if this can be removed/changed as Kimry Moor already has an EIN. Ron Muraca will follow up to correct the Onondaga County filing.
- b. The Pool Committee solicited 5 quotes from vendors to maintain the Kimry Moor Pool this season. A motion was made, seconded and approved for Stiles Pools do the monthly maintenance on the pool. This entails twice a week cleaning, pool opening and closing and backwash of the two filters. **(8 Board members voted yes)**
- c. Report attached.

Roof and Chimney Committee:

- a. The Roof and Chimney committee reported that the roof replacements for units 301, 303 & 305 will be postponed until chimney work is completed. The repairs for the chimneys should be approximately \$8400. **A motion was made, seconded and approved for the repair work up to \$9500. (8 Board members voted yes)**
- b. Roof replacements for units 401, 403, 405, 407 are scheduled for May 5th to May 7th, assuming the weather cooperates.
- c. Letters to owners affected by the roof replacements will be issued this week.
- d. Unit 202 chimney inspection scheduled for early May. Currently the chimney is wrapped in plastic.
- e. Report attached.

Clubhouse Committee:

The Clubhouse committee reported that they would like the Board to think about opening the clubhouse to only the residents and homeowners of Kimry Moor for committee meetings, Board meetings and the Book Club. Masks would be required and there would be a limit on the number of people allowed. Item was addressed under new business.

Pond and Swale Committee:

- a. Report attached.

VI. OLD BUSINESS:

Lot Line Adjustment: A meeting of the Executive Board was held on Wednesday, April 21 2021. A presentation was made by Ianuzi & Romans on the accurate positioning of the location of each resident's home. They presented new plot maps as part of the discussion. Once the drawing is filed with the Onondaga County Clerk, Linda Shapess can receive her Quit Claim Deed. (Item Open)

VII. NEW BUSINESS:

Location of Meetings: A recommendation was made concerning the meeting location. For the time being, because some folks on the Board are not comfortable in a gathering, we will continue Zoom meetings. (Item Open)

VIII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the April 28, 2021 Board Meeting.**
- b. The April Board Meeting will be held on Wednesday, May 26, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
BALANCE SHEET

AS OF MARCH 2021

			CD Rate	Maturity Date	DECEMBER Balance 2020	MARCH Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS								
General Operations								
					\$ 52,366	\$ 47,510	\$ (4,856)	Bank Reconciliation posted on the Portal
					300	300	-	
			0.00%		15,857	-	(15,857)	Transered to roof reserve
					-	-	-	
					<u>\$ 68,523</u>	<u>\$ 47,810</u>	<u>\$ (20,713)</u>	
Roof Replacement Reserve Funds								
					\$ 47,607	\$ 92,616	\$ 45,009	Bank Reconciliation posted on the Portal
					\$ -	\$ -	-	
					-	-	-	
					32	975	943	All residents paid in full in April .
					-	-	-	
TOTAL ASSETS					<u>\$ 116,162</u>	<u>\$ 141,401</u>	<u>\$ 25,239</u>	
CURRENT LIABILITIES								
General Operations								
					2,921	\$ 1,428	(1,493)	
					49,979	49,362	(617)	
				Total	<u>\$ 52,900</u>	<u>\$ 50,790</u>	<u>\$ (2,110)</u>	
EQUITY								
					\$ 47,607	\$ 92,616	45,009	
					-	-	-	
					15,655	(81)	(15,736)	
						(14,200)	(14,200)	
						12,276	12,276	
				Total	<u>\$ 63,262</u>	<u>\$ 90,611</u>	<u>\$ 27,349</u>	
TOTL LIABILITIES & EQUITY					<u>\$ 116,162</u>	<u>\$ 141,401</u>	<u>\$ 25,239</u>	
Accounts Receivable = residents who are behind in payment of common fees								
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year								

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

MARCH YTD 2021

	ACTUALS FOR MARCH		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees	\$ -	\$ 75,600		\$ 302,400	All residents paid in full for January as of April
New Homeowner Fees	-			8,000	
Late Charge Income	25	125		200	
Interest Income - Regular Operations	1	1		100	
Other Income				100	
Total Income	\$ 26	\$ 75,726	\$ -	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,577	13,730		\$ 54,920	
Insurance	3,350	18,361		41,400	
Property Management Fees	1,169	3,506		14,445	
Snow Removal	2,056	6,169		24,672	
Trash Removal - TJMG	761	2,283		9,123	
Trash Removal - Waste Management	671	1,980		8,000	
Total Contract Services	\$ 12,584	\$ 46,029	\$ -	\$ 152,560	All Routine payments
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance	\$ 122	\$ 347		\$ 4,300	
Chimney Repairs				8,000	
Chimney Replacement/Rebuilt				-	
Total Roof & Chimney Maint.	\$ 122	\$ 347	\$ -	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.	\$ 42	\$ 147			
Deck Repair	-	-			
Painting & Siding		-			
Repair/Replace Steps/Sidewalks to Pavers	-				
Mailbox/paper box replacement	-	84			
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs				-	
Total Gen. Maint. & Repairs	\$ 42	\$ 231	\$ -	\$ 17,500	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

MARCH YTD 2021

	ACTUALS FOR MARCH		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ -	\$ -		\$ 1,400	
Clubhouse Improvements	-	-		1,000	
Clubhouse Repairs & Maint.	52	52		-	
Pool Repairs				2,000	
Pool Maintenance				7,000	
Energy Cost for street lighting					
Water - Pool				2,600	
Water				200	
Other Utilities	244	890		5,500	
Total Clubhouse/Recreational Exp.	\$ 296	\$ 942	\$ -	\$ 19,700	
OTHER EXPENSES					
Legal & Accounting	\$ 545	\$ 545		\$ 4,000	
Tree Service & Garden Maint.				24,000	
Grounds Maint. - HOA		95		5,000	
Planting & Flowers				500	
Ponds & Stream Maintenance				12,340	
Taxes, etc.	-	182		300	
Miscellaneous	7	130		2,700	
Total Other Expenses	\$ 552	\$ 952	\$ -	\$ 48,840	
Total Expenditures	\$ 13,596	\$ 48,501	\$ -	\$ 250,900	Total of 11 checks written during March Check Register is posted on TJMG Portal
REGULAR OPERATING PROFIT & LOSS	\$ (13,570)	\$ 27,225	\$ -	\$ 59,900	
Funds Transferred from Common Fees		(14,950)		(59,800)	Regular Quarterly Transfer
Interest Income - Emergency Reserve	\$ 1	1		(100)	
Total Funds Transferred	\$ 1	\$ (14,949)	\$ -	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ (13,571)	\$ 12,276	\$ -	\$ -	Monthly/YTD Excess income over Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

MARCH YTD 2021

	ACTUALS FOR MARCH		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)					
ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607		\$ 47,607	
Funds Transferred to Roof Replacement Reserve		\$ 14,950		\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings		\$ 14,200		\$ -	
Other Replacement Income	\$ 15,859	\$ 15,859		\$ -	Transferred from Key Bank CD in March
Expenditures	\$ -	\$ -	\$ -	\$ (103,700)	Received quotes to replace 8 units in 2021
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	\$ 15,859	\$ 45,009	\$ -	\$ (43,900)	
ROOF REPLACEMENT CAPITAL FUNDS BALANCE	\$ 63,466	\$ 92,616	\$ -	\$ 3,707	
KEY BANK CASH BALANCE	\$ -	\$ 92,616	\$ -	\$ 3,707	

Tree & Garden Committee Report
April 28, 2021

I was notified that the debris from the tree that was taken down along the side of 701 still has not been "cleaned up". I asked for a bid from TJMG to do this work. They returned with a quote of \$292, plus tax. This would include: top soil, seeding and pellet mulch. This amount will require board approval.

Also, it has been raised that there are a number of saplings along the curve near the flag island that need trimming. Since my committee primarily deals with "trees", this may be the responsibility of the Grounds committee. I think the board should determine how we should proceed.

As soon as weather allows, I will be in contact to schedule a spring "walk through" with the entire committee and our arborist to determine needed work on common grounds.

Respectfully submitted,
Joan Yanno

Pool Committee Report:
April 26, 2021

- Working with Heather Blanchard (Onondaga Health) to attain permit. Completing “Pool Safety Plan”. Applications will be sent out within a week.
- Have obtained “Certificate of Attestation of Exemption” from Workers Comp. Had to get an “Employer ID Number” from Federal Gov. to apply for Certificate. Fee was \$245 for EIN.
- Working with Rick, have selected Stiles Pools to service the pool this year. Estimated cost is \$5,995. This cost is contingent on any additional work that may be required given the current condition of the pool. The attachment straps have broken in several places. The cover has partially collapsed, and the pool is nearly drained.
- Crew from Stiles Pools will be here Thur. April 29 to complete initial tasks. Will determine any additional needed work at that time.

Ron Muraca
Pool Committee Chairman

Clean All:

5 x \$1,240 per month = \$6,200 = TOTAL

Impeccable Pool Service:

**20 x \$385 = \$7,700 Cleaning & Backwash
\$1,235 Opening/Closing Pool**

\$8,935 = TOTAL

Stiles Pools:

**20 x \$200 = \$4,000 Cleaning & Backwash
\$1,995 Opening & Closing Pool & Chemicals**

\$5,995 = TOTAL

Ron:

I spoke with Stacy of Pool Surgeons and she recommended Stiles – based upon their pricing I would recommend we go with them. They have been around for a long time and their crews are good.

7076 Cedar Bay Rd
Fayetteville, NY 13066
(315) 637-8555



email@stilespools.com
www.stilespools.com

April 1, 2021

Kimry Moor Swimming Pool
Fayetteville, NY 13066
Attn: Ron Muraca
315-345-0050

Scope of work:

Opening the pool as per work order for May 1 st	\$500
Delivery of chemicals as per work order for May 15 th	\$995
Testing of pool chemicals as per work order for May 20 th	\$NC
Twice weekly vacuuming as per work order during the season	\$200/wk
Winterizing of the pool as per work order at end of season	\$500

Terms: By signing this form, both parties agree to the prices listed above. Billing will be done upon completion of work or monthly, whichever is sooner.

William Farrance
President

Ron Muraca
Kimry Moor

Quotation

Impeccable Pool Service

209 hinsdale rd
Camillus NY 13031

Phone: Enter Phone number here Fax: Enter Fax number here

DATE April 3, 2021
Quotation # 100
Customer ID Kimry Moor

Bill To:

Kimory Moor

Quotation valid until: May 3, 2021

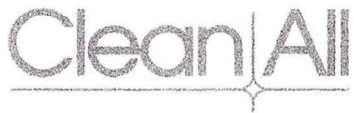
Prepared by: Tony Lawton

chemicals are included and delivered by me with each visit

Description	AMOUNT
By may 1 open pool and start up system per work scoop given. Hook up 1/15 drum of chlorine and 1/15 acid.	\$ 500.00
By May 15th check chemical balance of pool and deliver 1/15 Chlorine and 1/15 acid.	\$ 145.00
By May 30th check chemical balance clean pool. (cleaning pool 90 per hour)	\$ 90.00
weekly cleaning will include two visits Monday and Friday with chemical delivery. Check chemical balance, vaccum pool and brush walls. Check system for proper working order and backwash system. (per week)	\$ 385.00
Close pool when directed by scope work. Winterize chemicals included.	\$ 500.00
Tax not included	
TOTAL	\$ 1,620.00

If you have any questions concerning this quotation, Contact Tony Lawton 315-214-1162
Impeccablepoolservice2@gmail.com

THANK YOU FOR YOUR BUSINESS!



A Division of Solvents & Petroleum Service, Inc.

838 Erie Blvd West • Syracuse, New York 13204
315-472-9189 • FAX 315-472-3904

SWIMMING POOL QUOTE

Date: March 16, 2021
Customer: Kimry Moor Homeowner's Assoc. Name: Richard Bruner
Address: 907 Kimry Moor Phone: 315-345-0050
City/State/Zip: Fayetteville, NY 13066 Email: rmuraca@twcny.rr.com

Job Location: Kimry Moor

PRODUCT/ EQUIPMENT/ SERVICE	Cost
Job Scope: All Pool Maintenance Contractor Responsibilities To Include: 1. Pool Opening 2. Pool Closing 3. All Chlorine 4. All Acid 5. Twice per week there will be cleaning inspection, water check, backwashing, and maintaining of chemicals.	May 1 st - Sept. 30 th \$1,240 per month
NOTE: In the past you chlorine containers were 30 gallons and acid were 5 gallons	

Additional Info: Prices are subject to New York State Sales Tax where applicable.

Owner acknowledges that the above proposals, if estimated, may be subject to increases in the event that additional deficiencies of pool and/or its components are discovered during the performance of services. Any additional work needed will be billed at \$125 per man/ hour, plus materials. Owner hereby authorizes Solvents and Petroleum Service, Inc. / Clean All to complete such additional services and owner agrees to pay for the same upon completion of services rendered. Customer will be informed of work needed and additional costs before any additional work is started.

A finance charge of 2% per month (24% per annum) will be imposed upon all sums not received within 30 days of completion of services. Owner shall be liable for all court costs and attorney fees incurred by Solvents and Petroleum Service, Inc. / Clean All relative to the collection of any portion of the sums billed to owner.

I acknowledge that I have read and understand the terms of this contract and agree to be bound by all such terms.

Signature of Authorized Representative: _____ Date: _____

SPS / Clean All Representative: _____ Date: _____
Sev Gonnella, Manager Phone: 315-472-9189

Lot Line Adjustment Committee Report
April 28, 2021

Tim Coyer of Ianuzi and Romans met with some members of the Board to review his progress to date.

The final draft of the "Fourth Amended Mapping Survey (Survey)" was completed and submitted to the Codes Officer of the Town of Manlius. The Codes Officer determined that no further approval was required by the Town of Manlius, so the Survey could be finalized and submitted to the Clerk of Onondaga County for appropriate filing.

Phil Miller, attorney for Linda Miller was e-mailed a copy of the Survey, but I have not had any response from him to date.

A copy of this Survey is now available for review by all Members (Homeowners and Residents).

I recommend that a letter be sent to all Homeowners and Residents informing them of their opportunity to view the Survey at the Clubhouse and forward any comments, questions or other concerns to Kathryn.

So all comments, questions or other concerns are answered by the May meeting of the Board of Directors, I would expect that the filing of the Survey with the Clerk of Onondaga County be done in early June. Therefore, the Board of Directors can give their final approval of the "Fourth amended Mapping Survey) at its May meeting.

Richard J. Greene
Lot Line Adjustment Committee Chair

Pond & Swale Committee Report
Work -- Final Report
April 28, 2021

The work of grading and seeding the banks of the swale between Mott Road and the Clubhouse has been completed.

Mark Bright visited the site yesterday, and he believes that it can be mowed when that is sufficient grass growth.

I want to thank Cayuga County Soil and Water for their work. I believe that its staff did an outstanding job.

Richard J. Greene
Chair, Swale & Pond Committee

Kimry Moor Homeowners Association
Board of Directors' Meeting
May 26, 2021
Via Zoom, 4:30 pm

PRESENT: R. Bruner, B Sweeney, J. McLoughlin, P. Curtin, J. Yanno, P. Haynor, L. Crawford, M. Levine, L. Kushner and Kathryn Wolff of TJMG Properties.

I. President's Comments:

Special condolences to James Baird for the passing of his wife Carol and likewise to the family for the passing of Janet McCabe.

II. Secretary's Report:

- a. Request for approval of the Minutes of the April Board of Directors. **A motion was made, seconded and approved to accept the April 2021 Board of Directors meeting minutes. (9 Board members voted yes)**

III. Treasurer's Report:

- a. Pat Curtin presented the April Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the April 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register and M&T Bank Reconciliation. (9 Board members voted yes)**
- b. Pat Curtin reported that currently, homeowners were being given until the 15th of the quarter to pay their quarterly assessment. According to the Declaration of Covenants, Article IV, Section 4,c the quarterly assessment is due on the first day of each quarter. Section 2,c of the same article stipulates that a late charge will be incurred if your assessment is not paid within 10 days after the due date. For the remainder of 2021, the coupon due date of the 15th will remain. When the coupons are generated for 2022 the new coupon will change to the due date of the 10th of the month.
- c. The April financial reports are attached.

IV. Property Managers Report:

- a. TJMG Properties reported that the flowers have been delivered and will be planted this weekend by Mark and Robin Bright. They also reported that as a result of homeowners filling the dumpsters, not breaking down boxes or putting household trash in the recycle dumpster, Kimry Moor has been receiving several contaminations and overage charges from Waste Management. Waste Management has suggested obtaining a larger recycle

dumpster to help eliminate this problem. Board members suggested purchasing cameras for the dumpster area to catch the guilty parties. John Cooper will look into purchasing cameras and report his findings at the next Board meeting. Rick Bruner also stated that large items or a large number of items cannot be left out for pick-up without prior coordination with TJMG Properties.

V. Committee Reports:

Tree & Garden Committee:

- a. Report attached.

Grounds Committee:

Due to some confusion regarding what is covered in the Lawn and Snow contract, Board members were asked to review the TJMG Properties Lawn & Snow contract sent to them by Janet McLoughlin.

Maintenance Committee:

Marty Levine reported that he and Greg Cohen surveyed all units and listed those that need power washing. Greg hopes to start power washing next week. The wooden steps (not a porch) for Unit 811 are in need of repair. The cost should be well under \$500. We are waiting for a quote to repair the sidewalk for Unit 301.

Architectural Committee:

- a. The Architectural Committee reported that Unit 608 requests approval to install a new storm door. **A motion was made, seconded and approved for Unit 608 to install a new storm door. (9 Board members voted yes)**
- b. Report attached.

Pool Committee:

- a. The Pool Committee reported that they should have the pool permit, the furniture out and the shower fixed by Friday, May 28th. We will confirm any restrictions or limitations once we have received all the paperwork from Onondaga County. The pool will officially open on Memorial Day, Monday May 31, 2021.
- b. The Board approved the distribution and wording of the Covid guidelines in the Pool Brochure electronically on June 8, 2021.
- c. Report attached.

Roof and Chimney Committee:

- a. Report attached.

Pond and Swale Committee:

- a. Report attached.

VI. OLD BUSINESS:

Lot Line Adjustment: Once the drawing is filed with Onondaga County then Linda Shapess can receive her Quit Claim Deed. **A motion was made, seconded and approved to approve the new plot maps. (9 Board members voted yes)** Richard Greene will file them with the Onondaga County Clerk's office.

Opening the Clubhouse: The Clubhouse Committee recommended that the Clubhouse be opened for the Book Club, Committee Meetings and the Board Meetings. The Clubhouse basement will open when the pool opens on Memorial Day, May 31, 2021. The bathroom is in the Clubhouse basement as are the controls for the pool. Also, effective May 31, 2021, if you have been vaccinated, you do not have to wear a mask at the clubhouse. **A motion was made, seconded and approved to open the clubhouse and allow vaccinated homeowners to not wear a mask while at the clubhouse. (9 Board members voted yes)**

Painting of the front door: **A motion was made, seconded and approved to allow the individual homeowner to paint their front door with a Board approved color. (9 Board members voted yes)** There will be six color choices available. The paint may be purchased at Purcell's. Board members are asked to send their color choices to Jill Brooks. The By-laws will need to be changed to reflect the painting of the front doors. The wording relative to the painting of the front doors was sent to the Board members prior to the Board meeting. **A motion was made, seconded and approved the change to the By-laws. (9 Board members voted yes)**

Unit 907: A quote has been received from TJMG Properties for burying the pipe. Apparently, this was not a part of the original quote. **A motion was made, seconded and approved for the extra \$125.00 over what was originally approved and budgeted to bury the pipe behind unit 907. (9 Board members voted yes)**

Unit 202: The previous homeowner/occupants maintained the grounds and this has become an issue as this is common area and is to be maintained by TJMG Properties. Richard Greene reported that this is not the responsibility of the HOA or TJMG Properties to maintain. The buyers were made aware that the seller had been maintaining the area and that it would become their responsibility to continue with the maintenance once the home was purchased. Once the previous homeowner took over the maintenance, it took away the HOA's responsibility to maintain it. It is clear in the By-laws that if you plant and or change the area, it becomes the homeowner's responsibility. (Item Open)

VII. New Business:

Location of Meetings: We will continue to hold Zoom meetings for those who are still uncomfortable with attending in the clubhouse. A Board member suggested that once we relocate back to the Clubhouse for monthly Board meetings that the meetings could also be simultaneously telecast via Zoom for those who are uncomfortable with attending or are traveling. (Item Open)

VIII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the May 26, 2021 Board Meeting.**
- b. The June Board Meeting will be held on Wednesday, June 23, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF APRIL 30, 2021

	CD Rate	Maturity Date	DECEMBER Balance 2020	APRIL Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS						
General Operations						
Cash - M&T Bank			\$ 52,366	\$ 63,837	\$ 11,471	Bank Stmt & Recon posted on the Portal
Petty Cash - Clubhouse			300	300	-	
CD - Key Bank	0.00%		15,857	-	(15,857)	Transferred to roof reserve in March
Emergency Reserve - Key Bank CD			-	-	-	
Total Cash for General Operations			\$ 68,523	\$ 64,137	\$ (4,386)	
Roof Replacement Reserve Funds						
Cash - Key Bank Checking			\$ 47,607	\$ 107,566	\$ 59,959	Bank Stmt & Recon posted on the Portal
Prepaid Taxes - CPA			\$ -	\$ -	-	
Accounts Receivable - Common Fees			-	-	-	
Accounts Receivable - Billings			32	980	948	One resident in arrears
Accounts Receivable - New Homeowners			-	-	-	
TOTAL ASSETS			\$ 116,162	\$ 172,683	\$ 56,521	
CURRENT LIABILITIES						
General Operations						
Accounts Payable			2,921	\$ (81)	(3,002)	
Prepaid Fees			49,979	19,026	(30,953)	
Total			\$ 52,900	\$ 18,945	\$ (33,955)	
EQUITY						
Roof Replacement Reserve Funds			\$ 47,607	\$ 107,566	59,959	
Emergency Reserve			-	-	-	
Retained Earnings			15,655	(81)	(15,736)	
Adjustments to Retained Earnings				(14,200)	(14,200)	
P&L Year-To-Date				60,453	60,453	
Total			\$ 63,262	\$ 153,738	\$ 90,476	
TOTL LIABILITIES & EQUITY			\$ 116,162	\$ 172,683	\$ 56,521	
Accounts Receivable = residents who are behind in payment of common fees						
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year						

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

APRIL 30, 2021

	ACTUALS FOR MARCH		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees	\$ 75,600	\$ 151,200		\$ 302,400	One resident in arrears for April
New Homeowner Fees	-			8,000	
Late Charge Income	75	200		200	
Interest Income - Regular Operations		1		100	
Other Income				100	
Total Income	\$ 75,675	\$ 151,401	\$ -	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,577	18,307		\$ 54,920	
Insurance	3,350	21,711		41,400	
Property Management Fees	1,169	4,675		14,445	
Snow Removal	2,056	8,226		24,672	
Pool Care and Chemicals				5,000	Moved budget from Page 2. Stiles Pool Contract signed.
Trash Removal - TJMG	761	3,044		9,123	
Trash Removal - Waste Management	-	1,980		8,000	
Total Contract Services	\$ 11,913	\$ 57,943	\$ -	\$ 157,560	All Routine payments
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance	\$ -	\$ 347		\$ 4,300	
Chimney Repairs				8,000	
Chimney Replacement/Rebuilt				-	
Total Roof & Chimney Maint.	\$ -	\$ 347	\$ -	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.	\$ -	\$ 147			
Deck Repair	-	-			
Painting & Siding	60	60			
Repair/Replace Steps/Sidewalks to Pavers	-				
Mailbox/paper box replacement	-	84			
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs	400	400		-	Repair benches
Total Gen. Maint. & Repairs	\$ 460	\$ 691	\$ -	\$ 17,500	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 APRIL 30, 2021

	ACTUALS FOR MARCH		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ -	\$ -		\$ 1,400	
Clubhouse Improvements	-	-		1,000	
Clubhouse Repairs & Maint.		52		-	
Pool Repairs				2,000	
Pool Maintenance				2,000	Moved \$5,000 for Stiles Contract to Contract Services
Energy Cost for street lighting					
Water - Pool				2,600	
Water				200	
Other Utilities	167	1,057		5,500	
Total Clubhouse/Recreational Exp.	\$ 167	\$ 1,109	\$ -	\$ 14,700	
OTHER EXPENSES					
Legal & Accounting	\$ -	\$ 545		\$ 4,000	
Tree Service & Garden Maint.				24,000	
Grounds Maint. - HOA		95		5,000	
Planting & Flowers				500	
Ponds & Stream Maintenance				12,340	
Taxes, etc.	-	182		300	
Miscellaneous	7	137		2,700	
Total Other Expenses	\$ 7	\$ 959	\$ -	\$ 48,840	
Total Expenditures	\$ 12,547	\$ 61,049	\$ -	\$ 250,900	Total of 12 checks written during April Check Register is posted on TJMG Portal
REGULAR OPERATING PROFIT & LOSS					
Funds Transferred from Common Fees	\$ (14,950)	(29,900)		(59,800)	Regular Quarterly Transfer
Interest Income - Emergency Reserve	\$ -	1		(100)	
Total Funds Transferred	\$ (14,950)	(29,899)	\$ -	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ 48,178	\$ 60,453	\$ -	\$ -	Monthly/YTD Excess income over Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

APRIL 30, 2021

	ACTUALS FOR MARCH		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)					
ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607		\$ 47,607	
Funds Transferred to Roof Replacement Reserve	\$ 14,950	\$ 29,900		\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings		\$ 14,200		\$ -	Excess from 2020
Other Replacement Income		\$ 15,859		\$ -	Transferred from Key Bank CD in March
Expenditures	\$ -	\$ -	\$ -	\$ (103,700)	Received quotes to replace 8 units in 2021 for the Budget. May be able to replace 11 units by year-end.
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	<u>\$ 14,950</u>	<u>\$ 59,959</u>	<u>\$ -</u>	<u>\$ (43,900)</u>	
ROOF REPLACEMENT CAPITAL FUNDS BALANCE	<u>\$ 62,557</u>	<u>\$ 107,566</u>	<u>\$ -</u>	<u>\$ 3,707</u>	
KEY BANK CASH BALANCE	<u>\$ -</u>	<u>\$ 107,566</u>	<u>\$ -</u>	<u>\$ 3,707</u>	

Tree & Garden Committee Report
May 26, 2021

The debris from the stump that was ground up (at the corner of 701) has been cleaned up, leveled with topsoil and reseeded.

Flowers for the median have been purchased and will be planted in the very near future. The committee plans on planting some annuals at the front entrance to add some color to the garden beds.

There are a few tree stumps around the property that have yet to be ground up and the committee will take into consideration which ones are the most noticeable and prioritize a schedule for grinding. I will be discussing a schedule with Jason this Friday and we will set up a date for the committee to do a "walk -through" of the common grounds.

The 2 pine trees at the pool fence will be removed this year and the committee will be selecting shrubs or grasses to fill in that area.

I am aware of a few trees behind 405 that need to be removed as well as 1 between 403 & 405.

There are broken limbs near 605; pines that need trimming at 827 and branches behind the 400 block that need attention.

The committee has been asked for some "beautification" for the pool area and we will be consulting with the pool committee soon.

Obviously, there are many projects to be worked on and attended to but I am blessed with interested and eager committee members.

Thank you,
Joan Yanno
Tree & Garden Committee Chairman

Architectural Control Report June 2021

1. The newly approved procedure for door painting is that owners must submit an Architectural Change form including one of the approved colors. Paint should be the Aura exterior paint and the owner is responsible for all expenses incurred.
2. The approved colors include:
 - Nicholson green CW 500
 - Aegean teal 2136-40
 - Van Deusen Blue HC-156
 - Colorado gray 2136-50
 - Louisburg green HC-113
 - Farm Fresh AF-360
3. A vote will be requested for approval of door painting at units 821 and 811.
4. Homeowners are reminded that the bylaws and covenants are very specific in regard to posting signs on the property in front of a unit. Homeowners are asked to consult these documents before allowing vendors to post a sign in front of their unit.

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

MAY 26, 2021 BOARD MEETING

- ✓ Kevin Gill, the chimney repairman, will arrive on May 28 and will begin chimney repairs on unit 305. After completion of that chimney, he will begin repairs on unit 301 as well as small repairs to units 401 to 406. Per agreement, a 50% deposit for units 305 and 301 will be issued on May 28.
- ✓ Roof replacement for units 301, 303 and 305 will be scheduled immediately after the chimney repairs are completed.
- ✓ Kevin also checked the wrapped chimney at unit 202 and found it to be o.k. The committee is waiting feedback from Custom Quality to determine if the flashing etc. is o.k.
- ✓ Roof replacements for units 401, 403, 405, 407 was completed on May 7th at the contracted cost of \$52,900. J. Lindsley Roofing quality of work was excellent, per feedback from the four owners.

Submitted by Roof Replacement, Repair and Funding Committee

(Claude P, Richard G, Pat C, Morris T)

5/25//2021

Pond & Swale Committee Report
May 26, 2021

The work of grading and seeding the banks of the swale between Mott Road and the Clubhouse has been completed.

Mark Bright visited the site yesterday, and he believes that it can be mowed when that is sufficient grass growth.

I want to thank Cayuga County Soil and Water for their work. I believe that its staff did an outstanding job.

Richard J. Greene
Chair, Swale & Pond Committee

Kimry Moor Homeowners Association
Board of Directors' Meeting
June 23, 2021
Via Zoom, 4:30 pm

PRESENT: B Sweeney, P. Curtin, J. Yanno, P. Haynor, M. Levine, L. Kushner and Kathryn Wolff of TJMG Properties.

ABSENT: R. Bruner, J. McLoughlin, L. Crawford

I. President's Comments:

We are saddened by the sudden passing of Marilyn Miller. Our sympathy goes out to the family of Betty Granatstein a long-time resident of Kimry Moor and to Pat Curtin and her family in the passing of her father, Richard Resig.

II. Secretary's Report:

- a. Request for approval of the Minutes of the May Board of Directors meeting with changes. **A motion was made, seconded and approved to accept the April 2021 Board of Directors meeting minutes. (5 Board members voted yes)**

III. Treasurer's Report:

- a. Pat Curtin presented the May Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the May 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register and M&T Bank Reconciliation. (6 Board members voted yes)**
- b. Pat Curtin reported that TJMG Properties does 5 recurring work orders that are done yearly. This is seasonal work that is done in addition to their contract.
- c. Pat Curtin also reported that TJMG Properties makes sure that insurance, Liability & Workers Comp, is in place for all contractors. This can be found in #24 of their management contract. All committee chairs need to make sure they have this in place.
- d. The May financial reports are attached.

IV. Property Managers Report:

- a. TJMG Properties reported that they are making progress and getting caught up. They have not determined if the trash pick-up will be done on Monday, July 4th or on Tuesday July 5th yet that week.

V. Committee Reports:

By-laws Committee:

- a. Report attached.

Tree & Garden Committee:

- a. Report attached.

Maintenance Committee:

Marty Levine reported that activity has begun to pick up. There are 2 sidewalks that have been approved for repair. The cost is \$950 each plus \$45 each for any stones that need to be replaced. Power washing has begun for the units in need.

Roof and Chimney Committee:

- a. Report attached.

Architectural Committee:

- a. The Architectural Committee reported that Unit 811 & 821 requested approval to paint their front doors. **A motion was made, seconded and approved for Unit 811 & 821 to paint their front door. (6 Board members voted yes)**
- b. Report attached.

Clubhouse Committee:

- a. The Clubhouse Committee is planning a pizza party for the Kimry Moor residents. The cost will be \$5 per person.
- b. Lynn Greene asked if the Board wanted to continue using the reservation form charging the members a fee to use the clubhouse. **A motion was made, seconded and approved to not charge members a fee to use the clubhouse. (6 Board members voted yes)** Lynn Greene will revise the reservation form and send to the Board for approval. When the clubhouse is in use it will be wiped down with disinfectant wipes.

VI. OLD BUSINESS:

Lot Line Adjustment: Once the drawing is filed with Onondaga County then Linda Shapess can receive her Quit Claim Deed. (Item Open)

Opening the Clubhouse: The Clubhouse Committee recommended that the Clubhouse be opened for the Book Club, Committee Meetings and the Board Meetings. The Clubhouse basement will open when the pool opens on Memorial Day, May 31, 2021. The bathroom is in the Clubhouse basement as are the controls for the pool. (Item open)

Unit 907: A work Order has been requested for burying of drainpipe. (Item open)

Unit 202: The previous homeowner/occupants maintained the grounds and this has become an issue as this is common area and is to be maintained by TJMG Properties. (Item Open)

Location of Meetings: A Board member recommended that once we relocate back to the clubhouse for monthly Board meetings that meetings could also be simultaneously telecast via Zoom for those who are uncomfortable with attending or are travelling. (Item Open)

Trash Pick-Up: Large items or a large number of items cannot be left out for pick-up without prior coordination with TJMG Properties. (Item Open)

VII. New Business:

Internet service in the Clubhouse: Jill Brooks reviewed the cost and benefits of installing Spectrum internet service in the clubhouse. (Item Open)

Unit 610: Unit 610 reported damage to the lawn. Richard Green will look into this.

VIII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the June 23, 2021 Board Meeting.**
- b. The July Board Meeting will be held on Wednesday, July 28, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF MAY 31, 2021

	CD Rate	Maturity Date	DECEMBER Balance 2020	MAY Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS						
General Operations						
Cash - M&T Bank			\$ 52,366	\$ 41,876	\$ (10,490)	Bank Stmt & Recon posted on the Portal
Petty Cash - Clubhouse			300	300	-	
CD - Key Bank	0.00%		15,857	-	(15,857)	Transferred to roof reserve in March
Emergency Reserve - Key Bank CD			-	-	-	
Total Cash for General Operations			\$ 68,523	\$ 42,176	\$ (26,347)	
Roof Replacement Reserve Funds						
Cash - Key Bank Checking			\$ 47,607	\$ 107,566	\$ 59,959	Bank Stmt & Recon posted on the Portal
Prepaid Taxes - CPA			\$ -	\$ -	-	
Accounts Receivable - Common Fees			-	-	-	
Accounts Receivable - Billings			32	950	918	One resident in arrears. Paid in full in June.
Accounts Receivable - New Homeowners			-	-	-	
TOTAL ASSETS			\$ 116,162	\$ 150,692	\$ 34,530	
CURRENT LIABILITIES						
General Operations						
Accounts Payable			2,921	\$ 57,353	54,432	Accrued Lindsley Roof \$52,900
Prepaid Fees			49,979	11,103	(38,876)	
Total			\$ 52,900	\$ 68,456	\$ 15,556	
EQUITY						
Roof Replacement Reserve Funds			\$ 47,607	\$ 54,667	7,060	Units 401, 403, 405 & 407 done
Emergency Reserve			-	-	-	
Retained Earnings			15,655	(256)	(15,911)	
Adjustments to Retained Earnings			-	(14,200)	(14,200)	
P&L Year-To-Date			-	42,025	42,025	
Total			\$ 63,262	\$ 82,236	\$ 18,974	
TOTL LIABILITIES & EQUITY			\$ 116,162	\$ 150,692	\$ 34,530	
Accounts Receivable = residents who are behind in payment of common fees						
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year						

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

MAY 31, 2021

	ACTUALS FOR MAY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	

GENERAL OPERATIONS

REVENUES					
Common Fees		\$ 151,200		\$ 302,400	All paid in full in June.
New Homeowner Fees	-			8,000	
Late Charge Income	25	225		200	
Interest Income - Regular Operations		1		100	
Other Income				100	
Total Income	\$ 25	\$ 151,426	\$ -	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,577	22,884		\$ 54,920	
Insurance	3,350	25,061		41,400	
Property Management Fees	1,169	5,844		14,445	
Snow Removal	2,056	10,281		24,672	
Pool Care and Chemicals	540	540		5,000	
Trash Removal - TJMG	761	3,805		9,123	
Trash Removal - Waste Management	976	2,956		8,000	
Total Contract Services	\$ 13,429	\$ 71,371	\$ -	\$ 157,560	Includes overage and contamination charge All Routine payments
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance	\$ -	\$ 347		\$ 4,300	
Chimney Repairs	\$ 3,250	\$ 3,250		8,000	Deposit for 2021 work
Chimney Replacement/Rebuilt	\$ -	\$ -		-	
Total Roof & Chimney Maint.	\$ 3,250	\$ 3,597	\$ -	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.	\$ 77	\$ 224			
Deck Repair	-	-			
Painting & Siding		60			
Repair/Replace Steps/Sidewalks to Pavers	750	750			#407
Mailbox/paper box replacement	-	84			
Maint./Repairs - TJMG Properties	391	233			
Structure & Misc. Maint./Repairs		400			
Total Gen. Maint. & Repairs	\$ 1,218	\$ 1,751	\$ -	\$ 17,500	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

MAY 31, 2021

	ACTUALS FOR MAY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	

GENERAL OPERATIONS

CLUBHOUSE/RECREATIONAL EXPENSES

Social & Clubhouse Expenses	\$ 194	\$ 246		\$ 1,400	
Clubhouse Improvements	-	-		1,000	
Clubhouse Repairs & Maint.	53	53		-	
Pool Repairs				2,000	
Pool Maintenance				2,000	Moved \$5,000 for Stiles Contract to Contract Services
Energy Cost for street lighting					
Water - Pool				2,600	
Water				200	
Other Utilities	355	1,412		5,500	
Total Clubhouse/Recreational Exp.	\$ 602	\$ 1,711	\$ -	\$ 14,700	

OTHER EXPENSES

Legal & Accounting	\$ -	\$ 545		\$ 4,000	
Tree Service & Garden Maint.				24,000	
Grounds Maint. - HOA		95		5,000	
Planting & Flowers				500	
Ponds & Stream Maintenance	105	105		12,340	
Taxes, etc.	-	182		300	
Miscellaneous	8	145		2,700	
Total Other Expenses	\$ 113	\$ 1,072	\$ -	\$ 48,840	

Total Expenditures \$ 18,612 \$ 79,502 \$ - \$ 250,900

Total of 11 checks written during May
Check Register is posted on TJMG Portal

REGULAR OPERATING PROFIT & LOSS

	\$ (18,587)	\$ 71,924	\$ -	\$ 59,900	
Funds Transferred from Common Fees		(29,900)		(59,800)	
Interest Income - Emergency Reserve	\$ -	1		(100)	
Total Funds Transferred	\$ -	\$ (29,899)	\$ -	\$ (59,900)	

NET OPERATIONAL PROFIT & LOSS

	\$ (18,587)	\$ 42,025	\$ -	\$ -	Monthly/YTD Excess income over Expenses
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KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 MAY 31, 2021

	ACTUALS FOR MAY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	

ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)

ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607		\$ 47,607	
Funds Transferred to Roof Replacement Reserve		\$ 29,900		\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings		\$ 14,200		\$ -	Excess from 2020
Other Replacement Income		\$ 15,859		\$ -	Transferred from Key Bank CD in March
Expenditures	\$ (52,900)	\$ (52,900)	\$ -	\$ (103,700)	Units 401, 03, 05, 07 done in May
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	<u>\$ (52,900)</u>	<u>\$ 7,059</u>	<u>\$ -</u>	<u>\$ (43,900)</u>	

ROOF REPLACEMENT CAPITAL FUNDS BALANCE		<u>\$ 54,666</u>	<u>\$ -</u>	<u>\$ 3,707</u>	
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KEY BANK CASH BALANCE	<u>\$ -</u>	<u>\$ 54,666</u>	<u>\$ -</u>	<u>\$ 3,707</u>	
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BY-LAWS COMMITTEE REPORT

JUNE 23, 2021, BOARD MEETING

On May 26, I received a copy of the front door color proposal that was approved at the May Board meeting. After reviewing the memo, I recommend the following description be included in the By-laws – making it easier for unit owners to understand and comply with the Board’s intention.

Current Bylaw, Section 1, Number “d” states “The Association will paint the front and any side doors of a unit.”

The proposed Article XVI, Section 1, Number “d” would be:

d. Painting of the primary front door of units.

1. Unit owners are permitted to paint their front door in one of the six colors approved by the Board of Directors.
2. The approved paint colors are displayed at the Club House and on the HOA web site.
3. The owner must submit an Architectural Request form identifying the color selected for the front door.
4. The Board of Directors must approve the Architectural Request form.
5. The owner must purchase the Benjamin Moore Aura exterior paint in one the six colors approved by the Board of Directors.
6. The owner must prepare the front door and have the front door painted.
7. The owner is responsible for all expenses related to painting, maintaining, and repairing the front door.
8. Only the primary front door is to be painted in one of the colors approved by the Board of Directors.
9. Doorknobs and deadbolts are not to be painted.
10. Upon the sale of the unit:
 - a. If the new owner objects to the existing color of the front door, the seller must repaint the door to its original color, at the existing owner’s expense.
 - b. If the new owner accepts the existing color of the front door, the new owner is responsible for maintenance and repairs of the front door.

11. The Association will maintain, repair and paint the front doors and any side doors of units that retained the original color of the front door.

BY-LAWS COMMITTEE REPORT

JUNE 23, 2021, BOARD MEETING

Page 2

Article XI Committees

This article lists the standing committees, providing responsibilities and duties of each committee. During my review, I noticed several committees are not included in Article XI, namely:

The Bylaws Committee

The Grievance Committee

The Insurance Committee

The Welcoming Committee

The Neighborhood & Watch Committee

The Contract Committee

If the Board believes one or more of these committees should be added to Article XI, the By-laws committee, working with the Committee Chairs will prepare descriptions for inclusion to the By-laws and submit soon for Board approval.

Submitted by Committee Chair

6/23/2021

Tree & Garden Committee Report
June 23, 2021

On June 9, 2021, three members of the tree committee met with Jason (arborist) from Bartlett Tree. We walked the entire Kimry Moor property making note of the areas that needed attention. This includes diseased trees to be removed along with any dangerous limbs as well as tree stumps that need grinding.

The area in front of unit 202 is being discussed. Our actions will depend on the costs of different options and on the decision of the board.

As soon as we receive an estimate from Bartlett, our committee will meet to prioritize and select the areas to be worked on.

The median begonias were planted by Mark Bright and a few begonias were recently planted at the front entrance. Thank you to Mark Bright, they look great.

Joan Yanno
Tree & Garden Committee Chairman

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

JUNE 23, 2021, BOARD MEETING

CHIMNEY INFORMATION:

- ✓ Kevin Gill, the chimney repairman, hopes to begin work by month end. He will begin with repairs to chimneys on unit 301 & 305. Kevin plans to remain at Kimry Moor until all work is completed.
- ✓ Unit 202 – Leak into house. chimney was wrapped prior to year-end. Kevin inspected, found chimney is o.k. Custom Quality checked roof and found it to be o.k. Kevin will remove wrapping and check chimney again.
- ✓ Unit 813 – for sale; home inspector noted the masonry on the cap of the chimney is cracked and deteriorating and found chipped and broken masonry coating on chimney.

ROOF INFORMATION:

- ✓ Custom Quality will replace roofs on units 402 & 404 later this week or next week. Cost \$28,000
- ✓ Units 301, 303, and 305 - As soon as chimney repairs are completed, Custom Quality is schedule for roof replacement. Cost \$36,500
- ✓ Unit 609 – Replaced boot on exhaust pipe – cost is \$225.
- ✓ Unit 813 – The home inspector noticed the roof over the patio is sagging. Probably needs to replace or install a support post. This is not an HOA responsibility, per Article XVI, Section 4, g 3. Inspector also noted chipped and curling shingles and granule loss on the edges of the shingles. Custom quality will be asked to repair. (Roof was replaced in 2011.)
- ✓ Unit 807 – Water leak from heavy rain on 6/21. The Roofing Guys will be over. (Roof was replaced in 2019.)

Submitted by Roof Replacement, Repair and Funding Committee

(Claude P, Richard G, Pat C, Morris T)

6/23//2021

Architectural Control Report June 2021

1. The newly approved procedure for door painting is that owners must submit an Architectural Change form including one of the approved colors. Paint should be the Aura exterior paint and the owner is responsible for all expenses incurred.
2. The approved colors include:
 - Nicholson green CW 500
 - Aegean teal 2136-40
 - Van Deusen Blue HC-156
 - Colorado gray 2136-50
 - Louisburg green HC-113
 - Farm Fresh AF-360
3. A vote will be requested for approval of door painting at units 821 and 811.
4. Homeowners are reminded that the bylaws and covenants are very specific in regard to posting signs on the property in front of a unit. Homeowners are asked to consult these documents before allowing vendors to post a sign in front of their unit.

Kimry Moor Homeowners Association
Board of Directors' Meeting
July 28, 2021
Via Zoom, 4:30 pm

PRESENT: R. Bruner, B Sweeney, J. McLoughlin, L. Crawford, P. Curtin, J. Yanno, P. Haynor, M. Levine, L. Kushner and Kathryn Wolff of TJMG Properties.

I. President's Comments:

Nothing new to report.

II. Secretary's Report:

- a. Request for approval of the Minutes of the June Board of Directors. **A motion was made, seconded and approved to accept the June 2021 Board of Directors meeting minutes. (9 Board members voted yes)**

III. Treasurer's Report:

- a. Pat Curtin presented the June Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the June 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register and M&T Bank Reconciliation. (9 Board members voted yes) A motion was also made, seconded and approved for payment of 2 electric bills and the planting of the flowers. (9 Board members voted yes)**
- b. Pat Curtin reported that a letter will be sent to all the homeowners advising them of the new camera, rules and regulations and any fines that will be issued once the camera is installed at the clubhouse. Pat will work on the letter with TJMG Properties.
- c. Pat Curtin also reported that the sidewalk repairs for Units 301 and 701 were approved in June and should be added to the June minutes.
- d. Pat Curtin reviewed the annual street light reimbursements given to the 11 homeowners. Rick Bruner will contact National Grid for the current cost to run the street light to determine if the reimbursements need to be adjusted. (Item Open)
- e. The June financial reports are attached.

IV. Committee Reports:

By-laws Committee:

- a. Report attached.

Grounds Committee Report:

- a. Linda Crawford reviewed the next stage of the clean-up behind the 100 units. **A motion was made, seconded and approved for \$3200 to complete the clean-up work needed. (9 Board members voted yes)**
- b. Linda Crawford reviewed the proposal for \$4,000 for the swale work behind the 200, 300 and 400 block. After discussion this item was tabled. (Item Open)
- c. Linda Crawford also reported that she received a quote for \$850 to do clean-up at Unit 202. After discussion this item was tabled. (Item Open)

Tree & Garden Committee:

- a. Report attached.

Maintenance Committee:

Marty Levine reported that they have done mostly small repairs. The sidewalks for Units 301 and 701 were approved in June and have been completed at a cost of \$2215. The Power washing is in progress. TJMG Properties reported that they cannot find the problem with the street light at unit 907 that has a short and trips the breaker. TJMG Properties will need to have an outside contractor find the problem and submit a quote to the Board for the repair. Kathryn will review this with Mark and write a work order for the requested quote.

Roof and Chimney Committee:

- a. Report attached.

Architectural Committee:

The Architectural Committee reported that the following Units have submitted requests for approval.

1 - Unit 827 would like approval to build steps from their sliding glass door to the ground, in the rear of the unit. **A motion was made, seconded and approved for Unit 827 to build steps from their sliding glass door to the ground, in the rear of the unit. (9 Board members voted yes)**

2 - Unit 609 would like approval to remove all gutters and replace them at the homeowner's expense. **A motion was made, seconded and approved for Unit 609 to remove and replace all their gutters. (9 Board members voted yes)**

3 - Unit 701 is requesting approval to paint their door with a color called

Nature Urbaine(AF 440). **A motion was made, seconded and after a brief discussion, the request was denied to paint their door a non-approved color. (6 Board members voted no, 1 Board member voted yes, 2 Board members abstained)**

4- Unit 517 is requesting approval to paint their door AF 290, Caliente red. **A motion was made, seconded and after a brief discussion, the request was denied to paint their door a non-approved color. (6 Board members voted no, 1 Board member voted yes, 2 Board members abstained)**

The Board would like to remind the homeowners that the 6 approved paint colors for the front door are:

Nicholson Green CW-500
Aegean Teal 2136-40
Van Deusen Blue HC-156
Colorado Gray 2136-50
Louisburg Green HC-113
Farm Fresh AF-360

These are the only colors you may choose from. There are no exceptions. The approved paint colors can be purchased through Purcell's Paint. The Brand is Benjamin Moore, Aura Exterior Paint.

a. Report attached.

Clubhouse Committee:

a. Report attached.

Pond & Swale Committee:

a. Report attached.

V. OLD BUSINESS:

Lot Line Adjustment: Once the drawing is filed with Onondaga County then Linda Shapess can receive her Quit Claim Deed. Jeff Harrop of the City of Syracuse's Planning Department informed Ianuzi & Romans that the HOA has to complete, sign and submit a Three Mile Review Application before the 4th Amended Map can be filed with Onondaga County. Since Units 601 & 603; 605, 607, & 609; 606, 608, & 610; 701, 703, 705, & 707; 702 & 704; 709 & 711; 713 & 715 are the only Units that may be affected by the filing of the 4th Amended Map Survey; I requested that Ianuzi & Romans ask Jeff Harrop if only those Unit's Homeowners be required to sign the signatory sheet. A letter will go to each of the residents. Report attached. (Item Open)

Unit 907: A quote has been received from TJMG Properties for burying the pipe. An inquiry was sent to TJMG and they stated that they would get to it once the manpower situation is resolved. (Item open)

VI. New Business:

Camera at the dumpsters: John Cooper reviewed the camera options and cost with the Board. John Cooper will be taking responsibility for monitoring the camera, which can be done from his home or cell phone once the camera has been installed. **A motion was made, seconded and approved to purchase the EUFY Cam C2 camera to monitor the dumpster area. (9 Board members voted yes)**

VII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the July 28, 2021 Board Meeting.**
- b. The August Board Meeting will be held on Wednesday, August 25, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF JUNE 30, 2021

	CD Rate	Maturity Date	DECEMBER Balance 2020	JUNE Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS						
General Operations						
Cash - M&T Bank			\$ 52,366	\$ 47,108	\$ (5,258)	Bank Stmt & Recon posted on the Portal
Petty Cash - Clubhouse			300	300	-	
CD - Key Bank	0.00%		15,857	-	(15,857)	Transferred to roof reserve in March
Emergency Reserve - Key Bank CD			-	-	-	
Total Cash for General Operations			\$ 68,523	\$ 47,408	\$ (21,115)	
Roof Replacement Reserve Funds						
Cash - Key Bank Checking			\$ 47,607	\$ 54,666	\$ 7,059	Bank Stmt & Recon posted on the Portal
Prepaid Taxes - CPA			\$ -	\$ -	-	
Accounts Receivable - Common Fees			-	-	-	
Accounts Receivable - Billings			32	-	(32)	All paid in full
Accounts Receivable - New Homeowners			-	-	-	
TOTAL ASSETS			\$ 116,162	\$ 102,074	\$ (14,088)	
CURRENT LIABILITIES						
General Operations						
Accounts Payable			2,921	\$ 3,201	280	
Prepaid Fees			49,979	34,486	(15,493)	
Total			\$ 52,900	\$ 37,687	\$ (15,213)	
EQUITY						
Roof Replacement Reserve Funds			\$ 47,607	\$ 54,667	7,060	Units 401, 403, 405 & 407 done and paid
Emergency Reserve			-	-	-	Units 402 and 404 done in July
Retained Earnings			15,655	(256)	(15,911)	
Adjustments to Retained Earnings				(14,200)	(14,200)	
P&L Year-To-Date				24,176	24,176	
Total			\$ 63,262	\$ 64,387	\$ 1,125	
TOTL LIABILITIES & EQUITY			\$ 116,162	\$ 102,074	\$ (14,088)	
Accounts Receivable = residents who are behind in payment of common fees						
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year						

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 JUNE 30, 2021

	ACTUALS FOR JUNE		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees		\$ 151,200		\$ 302,400	All paid in full in June.
New Homeowner Fees	2,000	2,000		8,000	#609. Budget concern?
Late Charge Income	25	225		200	
Interest Income - Regular Operations		1		100	
Other Income				100	
Total Income	\$ 2,025	\$ 153,426	\$ -	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,577	27,461		\$ 54,920	
Insurance	3,350	28,411		41,400	
Property Management Fees	1,168	7,012		14,445	
Snow Removal	2,056	12,338		24,672	
Pool Care and Chemicals	1,947	2,487		7,000	
Trash Removal - TJMG	761	4,566		9,123	
Trash Removal - Waste Management	2,028	4,983		8,000	2 months included to catch up. Includes overage and contamination charges. Average for 6 months = \$830/mo
Total Contract Services	\$ 15,887	\$ 87,258	\$ -	\$ 159,560	
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance	\$ -	\$ 347		\$ 4,300	
Chimney Repairs	\$ 1,750	\$ 5,000		8,000	Deposit for 2021 work
Chimney Replacement/Rebuilt	\$ -	\$ -		-	
Total Roof & Chimney Maint.	\$ 1,750	\$ 5,347	\$ -	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.	\$ 94	\$ 318			
Deck Repair	-	-			
Painting & Siding		60			
Repair/Replace Steps/Sidewalks to Pavers		750			#407
Mailbox/paper box replacement	-	84			
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs		400		-	
Total Gen. Maint. & Repairs	\$ 94	\$ 1,612	\$ -	\$ 17,500	Budget opportunity?

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 JUNE 30, 2021

	ACTUALS FOR JUNE		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ 224	\$ 470		\$ 1,400	
Clubhouse Improvements	-	-		1,000	
Clubhouse Repairs & Maint.		53		-	
Pool Repairs				2,000	
Pool Maintenance	377	377			Moved \$7,000 for Stiles Contract to Contract Services
Energy Cost for street lighting					
Water - Pool				2,600	
Water				200	
Other Utilities	885	2,297		5,500	Higher than usual. Pool heater ignition replaced in Jult
Total Clubhouse/Recreational Exp.	\$ 1,486	\$ 3,197	\$ -	\$ 12,700	
OTHER EXPENSES					
Legal & Accounting	\$ -	\$ 545		\$ 4,000	
Tree Service & Garden Maint.	250	250		24,000	
Grounds Maint. - HOA	22	350		5,000	
Planting & Flowers	526	526		500	
Ponds & Stream Maintenance		105		12,340	
Taxes, etc.	(175)	7		300	
Miscellaneous	9	154		2,700	
Total Other Expenses	\$ 632	\$ 1,937	\$ -	\$ 48,840	Budget opportunity?
Total Expenditures	\$ 19,849	\$ 99,351	\$ -	\$ 250,900	Total of 15 checks written during June Check Register is posted on TJMG Portal
REGULAR OPERATING PROFIT & LOSS					
	\$ (17,824)	\$ 54,075	\$ -	\$ 59,900	
Funds Transferred from Common Fees		(29,900)		(59,800)	
Interest Income - Emergency Reserve	\$ -	1		(100)	
Total Funds Transferred	\$ -	\$ (29,899)	\$ -	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ (17,824)	\$ 24,176	\$ -	\$ -	Monthly/YTD Excess income over Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 JUNE 30, 2021

	ACTUALS FOR JUNE		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)					
ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607		\$ 47,607	
Funds Transferred to Roof Replacement Reserve		\$ 29,900		\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings		\$ 14,200			Excess from 2020
Other Replacement Income		\$ 15,859			Transferred from Key Bank CD in March
Expenditures		\$ (52,900)	\$ -	\$ (103,700)	Units 401, 03, 05, 07 done in May
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	\$ -	\$ 7,059	\$ -	\$ (43,900)	
ROOF REPLACEMENT CAPITAL FUNDS BALANCE		\$ 54,666	\$ -	\$ 3,707	
KEY BANK CASH BALANCE	\$ -	\$ 54,666	\$ -	\$ 3,707	

BY-LAWS COMMITTEE REPORT

JULY 28, 2021, BOARD MEETING

- ✓ The By-Laws were updated to reflect the Board approval of painting the primary front door of units.
- ✓ The committee has updated the “Committee” section of the By-Laws and a final draft is currently being reviewed by the committee members. At the request of the Board, the committee added the six committees not currently included in the By-Laws: namely, By-Laws, Grievance, Welcome, Insurance, Contract and Neighborhood Watch. The chairperson for the six committees was contacted. Their comments and suggestions were included in the final draft.
- ✓ The committee anticipates issuing a draft of the updated By-Laws to the Board for review and approval within the next two weeks.

Submitted by By-Laws Committee

(Claude P, Janet M, Barbara S, Lynn G, Mark L)

7/28/2021

Tree & Garden Committee Report
June 27, 2021

Today I met with Jason (Bartlett Tree) to discuss at length the options for tree removal at Unit 202. Trees were "tagged" and information was shared with the board members.

We will meet as a committee as soon as we receive a break down of costs for all the tree work that needs to be completed in Kimry. There are numerous areas to be worked on and I will attempt to keep residents apprised of when work will begin.

The 2 large pine trees near pool gate will be removed after the pool is closed for the season. They will be replaced with new landscaping.

Joan Yanno
Tree & Garden Committee Chairman

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

JULY 28, 2021, BOARD MEETING

CHIMNEY INFORMATION:

- ✓ Kevin Gill, the chimney repairman, completed chimneys on unit 301 & 305 and all the 400 units. Kevin plans to remain at Kimry Moor until all work is completed.
- ✓ Unit 202 – Chimney repairman to unwrap and investigate again.
- ✓ Units 301 & 305 additional costs to replace top flu and purchase sealing product = \$400
- ✓ Unit 403 additional costs for recoating chimney due to evidence of significant water soaking from recent rains - = \$350
- ✓ With evidence of chimney deteriorations at unit 813, the committee requested Kevin to inspect chimney's where work was last performed prior to 2012.
- ✓ Also, the committee has requested Kevin to check chimneys for 16 units – those whose roofs were replaced 10 years or more.
- ✓ Total amount approved by Board \$9,500; anticipate an additional \$1,500 to \$2,000 to complete. This includes unit 202, which may or may not be needed. Budget was for \$8,000.
Request Board approval for up to \$2,000.
- ✓ Since the roof repair budget is expected to be under budget by \$3,000+, the needed funds could be used for the overage in chimney costs.

ROOF INFORMATION:

- ✓ Custom Quality replaced roofs on units 402 & 404. Cost was \$28,500. Additional \$500 is needed for installing 2 new kitchen exhaust vents, 3 rotted rafters' tails and 1 double fascia board. Work was completed at time of replacement. **Need Board approval for the \$500.**
- ✓ Units 301, 303, and 305 – Custom Quality replaced roofs on July 26 to 29. Cost is \$36,500
- ✓ Owner's daughter from unit 303 complained of damage to new grill and other items. Custom Quality was notified. All Issues were resolved within 24 hours by both parties.
- ✓ Unit 807 – Water leak from heavy rain on 6/21. The Roofing Guys fixed problem within two days after request. (Roof was replaced in 2019.) They want our business again.
- ✓ Units 406 & 408 roofs are 24 years old. It would be best to finish this year, if possible.
- ✓ **Requesting approval to contract with J. Lindsley Roofing to replace roofs for units 406 and 408 for \$28,500.**
- ✓ The Committee requested warranty documents from Custom Quality and J. Lindsley.

Submitted by Roof Replacement, Repair and Funding Committee

(Claude P, Richard G, Pat C, Morris T)

7/28//2021

Architectural Control Report July 2021

1- Unit 827 would like approval to build steps from their sliding glass door to the ground, in the rear of the unit. There are steps and a railing, Board members received a diagram of the proposed steps prior to the meeting. The materials to be used are treated lumber and Trex. The homeowner has guaranteed the Trex will be brown. There is no expense to the HOA for this project and the steps fall inside the 10' line.

2- Unit 609 would like approval to remove all gutters and replace them. This involves separating them from Unit 607 and capping the 607 gutters. The owner of 607 is in favor of the change and the expense will be the responsibility of the owner of 609. The work will be done by Todd Mirabito of BuildRight. There is no expense to the HOA.

3- Unit 701 is requesting approval to paint their door with a color called Nature Urbaine(AF 440). It is a green which is somewhat lighter than the previously approved green and they feel it will offset the dark brown trim better. It is Benjamin Moore paint and should be done in the Aura Exterior paint. The Architectural Committee feels the color is a choice which is similar enough to those approved and is appropriate for Kimry Moor.

4- Unit 827 is requesting approval to paint their door AF 290, Caliente red. It is a 'pepper red" or a deep brick red. Since other homeowners and at least one Board member have also suggested the Architectural Control Committee overlooked all reds in the color selection process, it seems appropriate to go forward with a tasteful red. This is a Benjamin Moore paint and should be used in the Aura Exterior paint.

Clubhouse Committee Report
July 23, 2021

The Clubhouse Committee will be holding an Ice Cream Social on August 3, 2021 at 7:00 PM. Notices will be handed out to all Units.

The 2021 Clubhouse Reservation Form can be found on the HOA's website. Anyone who wishes to use the Clubhouse, except for the monthly meetings of the Board, must fill out this Form so to avoid conflicting schedules. Please submit your completed form to Lynn Greene or Gloria Colton.

Thank you.

Lynn C. Greene
Chair, Clubhouse Committee

Pond & Swale Committee Report
July 23, 2021

The Pond & Swale (Between Mott Road & The Clubhouse) will be having parts of its banks along the swale between Mott Road and the Clubhouse seeded.

Cost will be \$135 for the bag of grass seed and \$0 for the labor by TJMG Properties.

Expect to have grass seed left over for future use of the seeding the banks or other parts of Kimry Moor common areas.

Richard J. Greene
Acting Chair, Pond & Swale Committee

Lot Line Adjustment Committee Report
July 24, 2021

We have received communication from our surveyors, Ianuzi & Romans, regarding the filing of the 4th Amended Map Survey.

All Unit Owners were previously informed on May 5, 2021 that the developer of Kimry Moor, Harry Poushter, filed with Onondaga County As-Built (locations of all Units in Kimry Moor) Survey Maps. It was discovered that there was no As-Built Survey Map on file with Onondaga County for Units 601 & 603; 605, 607 & 609; 606, 608 & 610; 701, 703, 705 & 707; 702 & 704; 709 & 711; and 713 & 715. The 4th Amended Map Survey was prepared by Ianuzi & Romans indicating the As-Built locations of the above Units.

Although the Town of Manlius approved this 4th amended Map Survey (Survey), Ianuzi & Romans informed us that they were required to submit the Survey to the City of Syracuse (City) since agreement was made between Onondaga County and the City requiring survey mapping of properties within 3-miles of any City's property be submitted to the City.

The City has determined, and I have verified with Onondaga County, that Kimry Moor is within 3-miles of a property located in the City.

Therefore, an Application must be submitted to the City and any Unit Owner who is effected by this 4th Amended Map Survey (Survey) must acknowledge this Survey by signing a signature page that will be attached to the Application. The Application is to be submitted to Rick Brunner for his signature, and I will begin to solicit those effected Unit Owners for their signatures.

If any Unit Owner has any questions, please text Kathryn at TJMG (so there is a record of your question) and Richard Greene will respond to any question.

Richard J. Greene
Chair, Lot Line Adjustment Committee

**Kimry Moor Homeowners Association
Board of Directors' Meeting
August 25, 2021
Via Zoom, 4:30 pm**

PRESENT: R. Bruner, B Sweeney, J. McLoughlin, L. Crawford, P. Curtin, J. Yanno, P. Haynor, L. Kushner, Mark Bright and Kathryn Wolff of TJMG Properties.

EXCUSED: M. Levine

I. President's Comments:

- a. The Annual Meeting is scheduled for September 29, at the clubhouse. Please be prepared to discuss anything that was done by your committee in the past year.
- b. Lynne Green has resigned from the Clubhouse Committee.

II. Secretary's Report:

Request for approval of the Minutes of the July Board of Directors with changes. **A motion was made, seconded and approved to accept the July 2021 Board of Directors meeting minutes with changes. (8 Board members voted yes)**

III. Treasurer's Report:

- a. Pat Curtin presented the July Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the June 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Key Bank and M&T Bank Reconciliation. (8 Board members voted yes)**
- b. Pat Curtin submitted the following electronic votes since the July 28 meeting as follows:
 1. OCWA \$1,362.33 (8-0)
 2. Street Light Electric Reimbursements for 11 units @ \$120 = \$1,320 (7-0)
 3. Reimburse Rick Bruner for Charles Heating \$315.31 (7-0)
- c. Pat Curtin reviewed the National Grid bill of \$935.07. **A motion was made, seconded and approved to pay the National Grid bill. (8 Board members voted yes)**
- d. Pat Curtin identified some possible areas where money might be available to move to the roof reserve to complete 2 older roofs that needed replacement. **After reviewing what has been spent under the Pond & Swale Committee budget with Linda Crawford a motion was made, seconded and approved to move \$3,000 to the roof reserves. (8 Board members voted yes)**
- e. The July financial reports are attached.

IV. Property Managers Report:

On behalf of TJMG Properties and our crew members, Mark Bright would like to thank the homeowners for their kindness and how they have treated our employee's during the pandemic. Mark Bright reviewed the curbside trash and recycling service along with the yard waste pick-up provided to Kimry Moor by TJMG Properties. Some homeowners are piling up their trash on top of their recycling. TJMG Properties are asking homeowners to place their trash alongside their recycling bin making it easier to separate when we deposit into the dumpsters at the clubhouse. Boxes that are not cut down will be left in the homeowner's driveway. We have had some problems with the yard waste debris pick-ups. Some of the homeowners are putting the debris out too early, the bags are too wet from the rain and extremely difficult for the crew to pick-up. Homeowners are expecting us to take large tree limbs along with the normal debris. We will only take smaller tree limbs and they must be cut in 4-foot sections. Homeowners need to be reminded that the HOA has to pay for the dump fees. We ask that homeowners please understand that we are short staffed. The drainpipe at Unit 907, the overseeding on the side of the road and the turf grass on the side of the road will all be done in the fall. Patruno Electric will be looking at the flag pole light and the pole light at Unit 907.

V. Committee Reports:

By-laws Committee:

- a. Claude Pilon reviewed By-law changes submitted for the Boards approval in the attached report.
 - **A motion was made, seconded and approved to revise the table of contents. (8 Board members voted yes)**
 - **A motion was made to add Out of Cycle voting to Article VIII, Section 1 – Powers of the Board of Director, seconded and after a brief discussion, item was tabled. (Item open)**
 - **A motion was made, seconded and approved to add the ability for Board members and Owners to attend the meeting electronically to the By-laws (8 Board members voted yes)**
 - **A motion was made to add items to the Rules and Regulations Governing Use and Maintenance of “The Properties”. Section 11 – Trash and Garbage Removal, seconded and after a brief discussion, items were tabled. (Item open)**
- b. Report attached.

Grounds Committee Report:

- a. Report attached.

Tree & Garden Committee:

- a. Report attached.

Maintenance Committee:

Marty Levine that maintenance at Kimry Moor is going great and well under budget.

Roof and Chimney Committee:

- a. Claude Pilon reviewed the recent leak issues that had been addressed and requested approval to finish the roof replacements on Units 406 & 408 with the transfer of funds from the Pond & Swale Committee's budget to the roof reserves. **A motion was made, seconded and approved to complete the work after mid-October. (6 Board members voted yes)**
- b. Report attached.

Architectural Committee:

The Architectural Committee reported that the following Units have submitted requests for approval.

1 - Unit 306 would like approval to replace all the windows & sliders and to replace the gutters & downspouts on the unit at no cost to the HOA. **A motion was made, seconded and approved to replace all the windows & sliders and install gutters & downspouts on the unit. (8 Board members voted yes)**

- a. Report attached.

Pool Committee:

Rick Bruner reported that the lock had been changed on the pool's gate and 60 keys had been purchased for homeowners. The pool continues to leak and is using more chlorine due to the sun. The Pool will most likely be closing on September 7, 2021.

V. OLD BUSINESS:

Lot Line Adjustment: Once the drawing is filed with Onondaga County then Linda Shapess can receive her Quit Claim Deed. Since Units 601 & 603; 605, 607, & 609; 606, 608, & 610; 701, 703, 705, & 707; 702 & 704; 709 & 711; 713 & 715 are the only Units that may be affected by the filing of the 4th Amended Map, a letter has gone to each of the residents for their signature. (Item Open)

Unit 907: A quote has been received from TJMG Properties for burying the pipe. An inquiry was sent to TJMG and they stated that they would get to it once the manpower situation is resolved. (Item open)

Unit 202: Proposals have been received for cleaning the property in front of unit 202. Six trees need to be removed as well as the poison ivy. (Item Open)

WiFi in the clubhouse: The WiFi and camera have been installed in the clubhouse and the new telephone number is 315-632-4130. The network name and password are posted on the bulletin board in the kitchen. (Item Closed)

VI. New Business:

Penalty Fees: The penalty amounts for violators of the Trash and Recycling will be \$100 for overages and \$50 for contamination. **A motion was made, seconded and approved for these amounts. (6 Board members voted yes)**

VII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the August 25, 2021 Board Meeting.**
- b. The September Board Meeting will be held on Wednesday, September 22, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF JULY 31, 2021

	CD Rate	Maturity Date	DECEMBER Balance 2020	JULY Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS						
General Operations						
Cash - M&T Bank			\$ 52,366	\$ 58,118	\$ 5,752	Bank Stmt & Recon posted on the Portal
Petty Cash - Clubhouse			300	300	-	
CD - Key Bank	0.00%		15,857	-	(15,857)	Transferred to roof reserve in March
Emergency Reserve - Key Bank CD			-	-	-	
Total Cash for General Operations			\$ 68,523	\$ 58,418	\$ (10,105)	
Roof Replacement Reserve Funds						
Cash - Key Bank Checking			\$ 47,607	\$ 4,237	\$ (43,370)	Bank Stmt & Recon posted on the Portal Accrued units 301-03-05 in July
Prepaid Taxes - CPA			\$ -	\$ -	-	
Accounts Receivable - Common Fees			-	-	-	
Accounts Receivable - Billings			32	2,775	2,743	All paid in full
Accounts Receivable - New Homeowners			-	-	-	
TOTAL ASSETS			\$ 116,162	\$ 65,430	\$ (50,732)	
CURRENT LIABILITIES						
General Operations						
Accounts Payable			2,921	\$ 2,404	(517)	
Prepaid Fees			49,979	12,751	(37,228)	
Total			\$ 52,900	\$ 15,155	\$ (37,745)	
EQUITY						
Roof Replacement Reserve Funds			\$ 47,607	\$ 4,237	(43,370)	Units 401-03-05-07 & 402-04 done & paid
Emergency Reserve			-	-	-	Units 301-03-05 done in July paid August
Retained Earnings			15,655	(256)	(15,911)	
Adjustments to Retained Earnings				(14,200)	(14,200)	
P&L Year-To-Date				60,494	60,494	
Total			\$ 63,262	\$ 50,275	\$ (12,987)	
TOTL LIABILITIES & EQUITY			\$ 116,162	\$ 65,430	\$ (50,732)	
Accounts Receivable = residents who are behind in payment of common fees						
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year						

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

JULY 31, 2021

	ACTUALS FOR JULY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees	\$ 75,600	\$ 226,800	\$ 302,400	\$ 302,400	3 residents late as of July 31.
New Homeowner Fees		2,000	6,000	8,000	
Late Charge Income	150	375	500	200	
Interest Income - Regular Operations		1	-	100	
Other Income			-	100	
Total Income	\$ 75,750	\$ 229,176	\$ 308,900	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,577	32,037	\$ 54,924	\$ 54,920	
Insurance	3,350	31,761	41,811	41,400	
Property Management Fees	1,168	8,181	14,016	14,445	
Snow Removal	2,056	14,394	24,672	24,672	
Pool Care and Chemicals	2,196	4,683	7,000	7,000	
Trash Removal - TJMG	761	5,327	9,132	9,123	
Trash Removal - Waste Management	-	4,983	8,500	8,000	
Total Contract Services	\$ 14,108	\$ 101,366	\$ 160,055	\$ 159,560	
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance	\$ 225	\$ 572	2,000	\$ 4,300	
Chimney Repairs	\$ 5,270	\$ 10,270	11,000	8,000	
Total Roof & Chimney Maint.	\$ 5,495	\$ 10,842	\$ 13,000	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.		\$ 318			
Deck Repair	-	-			
Painting & Siding		60			
Repair/Replace Steps/Sidewalks to Pavers	2,215	2,965			#301 and #701 in July
Mailbox/paper box replacement	213	297			
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs	-	400	\$ -	-	
Total Gen. Maint. & Repairs	\$ 2,428	\$ 4,040	\$ 10,000	\$ 17,500	Budget opportunity?

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

JULY 31, 2021

	ACTUALS FOR JULY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ -	\$ 470	1,300	\$ 1,400	
Clubhouse Improvements	-	-	1,000	1,000	
Clubhouse Repairs & Maint.		53	100	-	
Pool Repairs			1,500	2,000	
Pool Maintenance	16	393	500		Moved \$7,000 for Stiles Contract to Contract Services
Water - Pool	1,362	1,362	2,600	2,600	
Water - Clubhouse	40	142	200	200	
Other Utilities - Elec, Phone, Internet	958	3,152	\$ 6,500	5,500	NGrid higher than usual. Internet will be billed for 5 mos.
Total Clubhouse/Recreational Exp.	\$ 2,376	\$ 5,572	\$ 13,700	\$ 12,700	
GROUNDS EXPENSES					
Tree Service & Garden Maint.	\$ -	\$ 250	\$ 24,000	\$ 24,000	
Planting & Flowers		548	550	500	
Grounds Maint. - HOA		330	5,000	5,000	
Ponds & Stream Maintenance		105	12,340	12,340	Forecast Includes swales at 100's, 200-400's and #202. Reserve for more pond maintenance.
Energy Cost for street lighting	-	-	1,320	1,320	11 units at @120, pay in August
Total Grounds Expenses	\$ -	\$ 1,233	\$ 43,210	\$ 43,160	
OTHER EXPENSES					
Legal & Accounting	\$ -	\$ 545	2,000	\$ 4,000	
Taxes, etc.		7	200	300	
Miscellaneous	76	228	\$ 1,000	1,380	Moved \$1,320 to Street Lighting
Total Other Expenses	\$ 76	\$ 780	\$ 3,200	\$ 5,680	
TOTAL OTHER EXPENSES	\$ 24,483	\$ 123,833	\$ 243,165	\$ 250,900	Total of 21 checks written during July
REGULAR OPERATING PROFIT & LOSS					
REGULAR OPERATING PROFIT & LOSS	\$ 51,267	\$ 105,343	\$ 65,735	\$ 59,900	Forecast positive variance of \$6,000 as of the end of July
Funds Transferred from Common Fees		(44,850)		(59,800)	
Interest Income - Emergency Reserve	\$ -	1	-	(100)	
Total Funds Transferred	\$ -	\$ (44,849)	\$ -	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ 51,267	\$ 60,494	\$ 65,735	\$ -	Monthly/YTD Excess income over Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

JULY 31, 2021

	ACTUALS FOR JULY		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)					
ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607		\$ 47,607	
Funds Transferred to Roof Replacement Reserve		44,850		\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings		14,200			Excess from 2020
Other Replacement Income		15,859			Transferred from Key Bank CD in March
Expenditures		(118,279)	\$ -	\$ (103,700)	Units 401-03-05-07 and 402-04 and 301-03-05 Done
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	\$ -	\$ (43,370)	\$ -	\$ (43,900)	
ROOF REPLACEMENT CAPITAL FUNDS BALANCE		\$ 4,237	\$ -	\$ 3,707	
KEY BANK CASH BALANCE	\$ -	\$ 4,237	\$ -	\$ 3,707	

BY-LAWS COMMITTEE REPORT

AUGUST 25, 2021, BOARD MEETING

Below is the updated “Committee” section of the By-Laws that was submitted for your review on August 1.

Section 1: Appointment of Committee Chairs and Members.

- a. Annually the President shall appoint the Chairs of all Committees, **except the Financial Review Committee, and submit a listing of Chairs at the first regular Board meeting of the year for approval by** the Board of Directors.
- b. The Chairs of each Committee shall submit a list of his or her Committee **members** to the Board of Directors no later than the date of the February meeting of the Board of Directors, for approval.
- c. **Each Committee should consist of the Chairperson and two (2) or more Members.**
- d. Any Board member may be a chair **or a member** of a committee.
- e. Where a Committee has a budget of \$10,000 or more, a member of the Board of Directors shall chair or co-chair that Committee.

Section 2: Nominating Committee.

- a. The Committee shall consist of **one (1)** or more members **in addition to** the current and immediate past President of the Association.
- b. The Members of the Nominating Committee shall each serve for a term of one (1) year and may not serve more than a total of three (3) successive terms. Any person wishing to serve as a Director on the Board shall contact the Nominating Committee.
- c. At least **sixty (60)** days prior to the Annual Meeting the Nominating Committee shall notify all Owners of the names of Directors whose terms are expiring and the number of vacancies.
- d. The Committee shall nominate candidates for election to the Board of Directors according to the procedures in Article VI, Section 2, and shall submit a written report of such nominations to the Secretary of the Association at least thirty (30) days prior to the date of the Annual Meeting.

Section 3: Architectural Control Committee.

- a. It shall be the duty of the Architectural Control Committee to review any plans and specifications for alterations, changes, or additions to Units; and **to perform the functions and exercise the authority specified in Article VI of the Declaration of the Covenant.**
- b. The Committee shall report its recommendations to the Board of Directors, which shall vote on the proposed changes.
- c. In the event an Owner alters or adds to the exterior of the Unit, excluding landscaping within 10 feet, without the approval of the Board of Directors, the Owner may be required

to remove any such alterations or additions at the Owner's expense. If the Owner fails to take corrective action, the Board of Directors may take its own corrective action as described in Article XIX, Section 2 of the Bylaws and assess the Owner.

- d. The Association is not responsible for the maintenance and/or repair of any such additions or changes to the Owners unit even if such changes were approved by the Architectural Control Committee and the Board of Directors.

Section 4: Financial Review Committee.

- a. At its first regular meeting of the newly elected Board of Directors, the Board shall appoint a Chairperson of the Financial Review Committee,
- b. The Committee shall consist of two (2) or more members of the Association, whose members shall serve for no more than three (3) successive years.
- c. Such Committee, together with the Treasurer, shall review the books of account of the Association for the preceding calendar year.
- d. The review by the Financial Review Committee should include:
 1. Examination of the monthly bank reconciliations of the financial institutions used by the HOA.
 2. Inspection of financial transactions and proper approvals thereof to ensure compliance with the organization's By-Laws.
 3. Preparation and fair presentation of the financial statements in compliance with NYS requirements and the organization's By-Laws.
 4. Compliance with the instructions contained in vendor contracts and agreements.
 5. Maintenance of adequate internal controls as approved by the Board.
- e. If any Member of the Financial Review Committee deems it advisable, the Financial Review Committee may review the books of account of the Association for the period commencing January 1st of the previous year to the end of the month preceding the date of the request for such review.
- f. The Treasurer and any designee shall be given reasonable notice to produce the books and records of the Association.
- g. The Financial Review Committee shall furnish a report of its findings to the Board of Directors within thirty (30) days of the completion of such review but no later than the scheduled date of the Board of Directors meeting in **March** of the year following the year **in** review.
- h. The Board shall inform the Members of the contents of any report issued by the Financial Review Committee.

Section 5: Clubhouse Committee.

- a. The Clubhouse Committee duties shall be to manage and maintain the Clubhouse **for Members only and their guests**, subject to Article VIII, Section 1. The terms and

conditions, as determined by the committee, **must** be approved by the Board of Directors annually.

- b. To schedule an event at the Clubhouse, a member must complete and sign the Kimry Moor Clubhouse Reservation form prior to the event and submit for approval to the Clubhouse Committee Chair at least two days prior to the event.
- c. The Clubhouse Committee **must** approve the use of the Clubhouse by Members **only** for private functions. **Private parties cannot exceed the legal capacity of the clubhouse.**
- d. The Clubhouse Reservation form must be reviewed and approved by the Board of Directors whenever changes are made to the form.
- e. Use of the Clubhouse shall be subject to rules and regulations as defined annually by the Clubhouse committee and must be approved by the Board of Directors.
- f. The Clubhouse Reservation form is available on the Kimry Moor website.
- g. **Since** the divided entrance to Kimry Moor is owned by the Town, the Committee cannot permit Members or their guest to park in the divided roadway or in any driveway or cul-de-sac.

1.

Section 6: Pool Committee.

- a. The Pool Committee duties shall be to manage and maintain the pool and regulate the conduct of Members and their guests at the pool, subject to Article VIII, Section 1.
- b. The Association's Swimming Pool is for the exclusive use of Kimry Moor Members and their guests, subject to rules and regulations defined **in the pool brochure** and approved annually by the Board of Directors **prior to the opening of the pool.**
- c. The rules and regulations must be posted in the pool area.

Section 7: Maintenance Committee.

- a. The Maintenance Committee duties shall be to receive and review Member(s) requests for maintenance and/or repair of their Unit.
- b. **The Maintenance Committee is also responsible for coordinating and scheduling all maintenance and repairs of the Clubhouse, excluding roof repairs and replacements and chimney repairs.**
- c. The Committee shall report its recommendations to the Board of Directors, which shall vote on the proposed expenditure.
- d. In an emergency, the Committee may authorize expenditures for maintenance and/or repairs, without prior authorization of the Board of Directors, but the Committee must report such expenditures to the Board at its next **Board** meeting.

Section 8: Grounds Committee.

- a. The Grounds Committee duties shall be to supervise grounds maintenance, excluding tree trimming, treatment and removal, and snow removal **at the Kimry Moor location and address** all issues pertaining thereto.
- b. The Committee shall report its recommendations to the Board of Directors, which shall vote on any proposed expenditures.
- c. This Committee shall supervise and assist the Contract Committee in the drafting of specifications for contracts within its purview, which shall be subject to action by the Board of Directors.

- d. For additional responsibilities by this Committee please see Article XVI, Sections 6 a-d, 9 b, and 10 a, b. & c; and Page 12, Section 12 of the Declaration.

Section 9: Roof, Chimney and Funding Committee.

- a. The Roof, Chimney and Funding Committee duties shall be to inspect, or cause to be inspected, on an annual basis, the roofs, and chimneys of units; to recommend to the Board of Directors the repair of any roof or chimney; to recommend the replacement of any roofs; and to provide the Board of Directors with funding requirements and availability of funds to complete any repair or replacement.
- b. Annually, the Roof, Chimney and Funding Committee shall provide the Board of Directors with a five-year plan, identifying roof replacements, funds requirements and analysis of funds availability.
- c. The Committee will prepare the necessary specifications for any roof or chimney repair or roof replacement, solicit bids, and supervise the work performed.
- d. An Owner, at his or her own expense, may have the roof inspected by a qualified roof inspector provided the Owners shall have first notified the Committee of such inspection and shall furnish a copy of the inspection report to the Committee.
- e. During a roof replacement or chimney repair, the Committee may authorize additional expenditures for emergency maintenance or repairs, without prior authorization of the Board of Directors, but the Committee must report such expenditures to the Board at its next meeting.

Section 10: Budget Committees

- a. The Budget Committee shall consist of the Treasurer, the current President and one (1) other member who is not a current member of the Board of Directors.
- b. The Budget Committee will review the financial needs of the Association for the upcoming fiscal year and shall seek input from the chairs of the committees that have a line item in the budget.
- c. The Committee shall prepare the budget for the coming year and submit the budget to the Board of Directors for approval no later than the last scheduled Board meeting in November.

Section 11: Tree and Garden Committee

- a. The Tree and Garden Committee duties shall be to supervise all trimming and removal of trees and plantings and the maintenance of all gardens in the Common Area, except for those common areas that are located within 10-feet of a Unit and address all issues pertaining thereto.
- b. The Committee shall report its recommendations to the Board of Directors, which shall vote on any proposed expenditures.
- c. This Committee shall supervise the drafting of specifications for contracts within its purview, which shall be subject to action by the Board of Directors.
- d. In an emergency, the Committee may authorize expenditures, without prior authorization of the Board of Directors, but the Committee must report such expenditures to the Board

at its next Board meeting.

Section 12: By-Laws Committee

- a. The purpose of the By-Laws Committee is to review, on an on-going basis, the By-Laws of the Kimry Moor Association, and draft changes at the request of the Board of Directors or as mandated by federal, state, or local regulations.
- b. The committee is also responsible to maintain the By-Laws in such condition as to best serve the Kimry Moor owners,
- c. Within forty-five (45) days after the Board of Director's approval of changes to the By-Laws, the Members are to receive an electronic copy of the updated By-Laws. Additionally, the Kimry Moor web page should be updated within the forty-five (45) days.
- d. Two (2) Board of Directors must serve as members of the By-Laws Committee.

Section 13: Grievance Committee

- a. Per Article V, Section 4, Mediation, of the Declaration, the committee must consist of three members.
- b. The Board of Directors will select a Board member to represent the Board during a grievance issue.
- c. The procedure for addressing a grievance is as follows:
 - i. A Member, after the complaint is denied by the Board of Directors, can have their request reviewed again by contacting the Grievance committee, consisting of their peers.
 - ii. A letter of complaint, explaining in detail the complaint, must be submitted to the Chairperson of the Grievance Committee and to the Board President, no later than ten (10) days following the Board's denial of the original request.
 - iii. The Committee will review the dispute or complaint and interview the parties involved (that is the Member who submitted the complaint and the Board designee).
 - iv. The committee will review its findings with the complainant and offer suggestions to resolve the issue(s) in question.
 - v. Their investigations should be completed within three weeks after receipt of the complaint.
 - vi. The committee must notify the Member in writing of its conclusion and submit a report to the Board of Directors with its findings and recommendations within thirty (30) days of receipt of the dispute or complaint.
 - vii. Per Article V, Section 4 Mediation, of the Declaration, the Board of Directors must submit its decision to the Grievance Committee and the Member within sixty (60) days of notification of a dispute by the Grievance committee.
 - viii. The decision by the Board of Directors is final.

Section 14: Welcoming Committee

- a. The purpose of the Welcoming Committee is to contact new residents/owners as soon as possible after moving into the community.
- b. TJMG Properties and/or Members should notify the Chairperson of the Welcoming Committee as soon as they are aware of new owners.
- c. A member of the Welcoming Committee should visit the new owners/resident as soon as possible after moving in.
- d. A welcoming package will be provided to the new owner consisting of:
 - i. "The Welcome to Kimry Moor" brochure with an overview of general information
 - ii. A listing of the HOA Officers and Board members, with contact information
 - iii. The most current Kimry Moor Newsletter
 - iv. Clubhouse information and reservation form
 - v. A listing of the Kimry Moor committees, with a brief explanation
 - vi. A listing of the homeowners' responsibilities, as defined in the HOA By-Laws.
 - vii. A Listing of trash, and yard waste pickup dates
 - viii. A directory of residents/owners with their telephone numbers.
 - ix. Information page that includes recommendation to sign-up for the Kimry Moor Homeowners' PORTAL, disposal of trash etc.

Section 15: Insurance Committee

- a. The purpose of the Insurance Committee is to obtain at least two quotes for the Kimry Moor Homeowners Association insurance coverage, as specified under Article XV111 of the By-Laws.
- b. At least three (3) months prior to the renewal date of the insurance coverage, the committee will present its recommendations to the Board of Directors.
- c. The Insurance Coverage is normally for one year but with the Board of Directors approval can be extended for up to three years.
- d. A summary copy of the Kimry Moor Insurance policy must be posted on the Kimry Moor web page and issued to all owners.

Section 16: Contract Committee

- a. The purpose of the Contract Committee is to obtain bids from two or more vendors, as needed, to provide the following services to the Kimry Moor community.
 - i. Management Services Agreement/Contract
 - ii. Lawn & Snow Removal Services Contract:
 - iii. Trash Pick-up & Recycling Services Contract
 - iv. Trash Removal Service Contract
 - v. Utility Services Contract
 - vi. Any additional service contracts as requested by the Board of Directors.
- b. A "Contract" is defined as an agreement between the Kimry Moor HOA and a service provider that extends over a minimum of one year, with periodic, equal amount payments. All contracts

must be signed by the President or the Vice President and the Treasurer, per Article X, Section 1 of the By-Laws.

- c. The committee should submit their proposal at least three (3) months prior to completion of existing contracts.
- d. The President, Treasurer, and Committee Chairs, who will be impacted by any contracts, shall be included as members of the Contract Committee.

Section 17: Neighborhood Watch Committee

- a. The purpose of the Neighborhood Watch Committee is to educate the owners/resident of the importance of community vigilance, to be aware of any suspicious activity, and to report any suspicious activity to the local police department.
- b. To periodically invite the police and the fire departments to conduct safety and fire prevention lectures.
- c. To investigate ways to improve security of the community, including the Clubhouse and trash areas.

Section 18: Ad Hoc Committees.

The Board of Directors may establish any other committees it deems appropriate and prescribe the duties thereof.

Updated Table of Contents is attached for your approval. To agree with the Declaration of Covenants format, the table has been expanded to include "Sections."

Addition to the By-Laws, Article VIII, Section 1 – Powers of the Board of Director:

d. Out-of-Cycle Voting

- i. The President or the Vice-President is responsible for initiating an "out-of-cycle" vote request to the Board of Directors.
- ii. Any Director or committee chair can request and "out-of-cycle" vote by submitting an E-mail to the President or Vice-President, providing detailed information.
- iii. The preferred method for all "out-of-cycle" vote will be via E-mail.
- iv. After the vote, the President or the Vice-President must notify the Board members via E-mail of the results.
- v. All "out-of-cycle votes, whether approved or disapproved by the Board of Directors, must be included in the Board minutes in the month in which the vote was taken.
- vi. The Secretary is responsible for ensuring all "out-of-cycle" votes are included in the Board minutes.

Request to include in the By-Laws the ability for Board members and Owners to attend the meeting electronically

Article VII, Section 4, Item a

Attendance via video call or cell phone shall constitute the Directors' attendance "in person", for quorum, voting, and participation purposes; **and shall be noted in the Board minutes.**

Article V, Section 6, Item a & d

Attendance via video call or cell phone shall constitute the Members' attendance "in-person", for quorum, voting and participation purposes; **and shall be noted in the Board minutes.**

Article XVI – Rules and Regulations Governing Use and Maintenance of “The Properties”. Section 11 – Trash and Garbage Removal

Current By-Law reads “d1” “Partially filled oil or latex paint cans, tires and toxic materials of any kind may not be placed out for collection by the Association’s contractor.” **Exception – Partially filled oil or latex paint cans can be placed in the trash if 100% dried.**

d5” “All garbage receptacles must be stored inside the garage during the week.” **Recommendation is to remove the word “GARAGE”.**

“l” Large limbs, branches or stumps must be cut up or removed by the Member. **Recommendation is to remove the word “stumps” since members currently do not pay for stump removals.**

Submitted by By-Laws Committee

(Claude P, Janet M, Barbara S, Lynn G, Mark L)

8/23/2021

Grounds and Pond/Swale Committee Report August 23, 2021

August 9th

Mike Smith did a clean out of the stream, cut back trees/ branches overhanging the stream and encroaching on the member's homes in the 100 block. Richard Green oversaw the work; he and I felt that Mike did a good job. I did receive a letter from two of the owners in that block acknowledging that they were happy we did the cleanout but felt like some nice shrubs and trees were removed. I will respond to the note privately this week but to all members please realize that we will do our best to accommodate your requests (which I believe Mike did) but in doing this clean-up work, there may be a period of time when the area that was cut back or cleaned out looks sparse...please remember trees and shrubbery will grow back!

August 13th

Richard Green and I met with Mark Bright to discuss cleaning up and out the creek bed next to Unit 108. No work was done on this area by Mike Smith because we were under the impression that TJMG would take care of it. On Monday, TJMG's ground crew did not mow as the ground was too wet, instead Mark agreed they would tidy up things that had been let go. They weed wacked the overgrown stream bed next to 108 (that is all they are going to do, so I will be getting an estimate on further clean up in that area) They weed wacked along all the stream banks and the pond. They cleaned up debris along the pond. They cut back the cattails behind 505, hopefully the mowers will be able to get back through there now and keep the cattails at bay. They cleaned up the weedy area behind 408 (the owners whose units face that area are quite upset. There are 6 or 7 stumps that need to be ground and the area reseeded) Joanie, let's you and I coordinate and get this area looking nice again.

There is a poison ivy issue behind 608 (there is a lot of poison ivy on the grounds in general, so we will do the best we can) Mark is looking into getting me a name of someone that can take care of this issue.

August 14th

I put out an electronic out of cycle vote:

I made a motion to approve 850.00 dollars from the grounds budget for Mike Smith to clean up 202 and also approval for 4K for Mike to clean up behind 200, 300, 400 per the estimate I presented at the July board meeting.

Please note Janet: the vote was 5 yes, 2 no response, 1 abstained and 1 no vote casted. With 5 yes votes the motion was approved.

Mike has been scheduled to clean up 202 Thursday 8/26. Based on Joanie's update on Bartlett's schedule this clean out should coincide nicely with Bartlett's tree removal schedule.

When Mike is on site on Thursday, I will follow up with him on the clean out of the stream behind 200-400.

I would like to remind members that they should not be planting flowers or shrubs in the common ground areas. All members have a 10 ft perimeter around their homes to plant trees, shrubs and flowers.

Also, per the bi-laws, unit clusters are responsible for plantings and trees around their utility boxes (I believe large trees such as the pine trees around the box would still be HOA responsibility) If you feel trees or shrubs around your utility boxes are in need of attention, you can weed and trim or have your own landscaper attend to them or you can hire TJMG Properties.

Linda Crawford
Grounds Committee Chairman

Tree & Garden Committee Report
August 23, 2021

We have been waiting very patiently for a date for tree work to commence at Kimry. Due to weather, the herbicide treatment for #202 will be postponed until August 30th. Once that takes hold, also dependent on weather, the 6 trees will be removed at that site.

Routine tree work: removal, grinding of stumps, etc. will start on Sept. 6th.

My committee will be meeting to determine the areas that are top priority.

Thank you to all the residents for their patience.

Joan Yanno
Tree & Garden Committee Chairman

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

AUGUST 25, 2021, BOARD MEETING

CHIMNEY INFORMATION:

- ✓ With evidence of chimney deteriorations at unit 813, the committee requested Kevin to inspect chimney's where work was last performed prior to 2012. Sixteen units were recently inspected, namely 601, 603, 605, 607, 609, 701, 703, 705, 707, 813, 815, 817, 819, 901, 903, and 905. **We are awaiting Kevin's report.**

ROOF INFORMATION:

- Units 301, 303, and 305 – Custom Quality replaced roofs on July 26 to 29. Cost was \$36,880; \$330 more than Board approval. The additional cost was for 10 feet of new fascia board \$220 and three rafter repairs for \$105. **REQUESTING BOARD APPROVAL FOR ADDITIONAL \$330.**
- From recent storms, the following roof leaks are being addressed:
 - **Unit 202 – leak near chimney – Custom Quality visited owner 8/20 – if it leaks again, a roof cricket needs to be built on the backside or the flashing extended; chimney flashing may also need to be redone. Kevin re-inspected chimney & found it to be o.k. - 2015**
 - **Unit 607 – leak in kitchen has resumed - Custom Quality visited owner 8/20 - some repairs needed - 2000**
 - **Unit 608 – leak in house from another area - Custom Quality visited 8/20 - owner may have to replace skylight - 2018**
 - **Unit 711 – leak in house – second call – Custom Quality visited owner 8/20 – chimney flashing may need to be redone - 2017**
 - **Unit 907 – leak in the kitchen – Roofing Guys corrected problem 8/20 – 2018**
 - **Unit 907 – leak near chimney – Roofing Guys notified 8/20**
 - **Unit 404 – downspout needs to be connected to gutters – Custom Quality notified 8/20**
 - **Awaiting report from Custom Quality and Roofing Guys**
- Units 406 & 408 roofs are 24 years old. It would be best to finish this year, if possible. Cost would be \$28,500. **Need \$9,000 to complete. Request Treasurer to identify possible areas when \$ are available.**
- The Committee requested warranty documents from Custom Quality and J. Lindsley.

Submitted by Roof Replacement, Repair and Funding Committee

(Claude P, Richard G, Pat C, Morris T)

8/25/2021

Masonry Restoration & Hardscape Design

Foundation repair and waterproofing

Brick and stone repair, window chalking, retaining walls, Stairs

Chimney re-pointing and re-building, patios walkways and paths, Tile floors

And dry stack walls.

315-247-3670 kevin gill

fully Insured.

August 25 2021

This is a quote for 16 chimneys for the kimry moore HOA. Prices are only good for three weeks due to the volatile nature of todays markets.

1. 601 this chimney is good and needs no attention.
2. 603 this chimney will need a new mortar cap and full repoint for the cost of \$1200
3. 605 this chimney will need a new mortar cap and full repoint. \$1200
4. 607 this is a coated chimney and needs to be stripped and recoated with a new white coat and will need a new mortar cap. \$1800
5. 609 this chimney will need a new mortar cap and full repoint for the cost of \$1300.
6. 701 this chimney will need a new mortar cap and full repoint for the cost of \$1300.
7. 703 this chimney will need a new mortar cap and full repoint for the cost of \$1500 the chimney will also need a diffuser top but the flu is a very oddly large and I don't have a price for one yet so that will be separate.
8. 705 this chimney will need a new mortar cap and full repoint for the cost of \$1500.
9. 709 this chimney will need a new mortar cap and full repoint and a new diffuser top for the cost of \$1400.
10. 813 this chimney is coated and needs to be stripped and recoated with a new white coat and will need a new mortar cap for \$2800.
11. 815 this chimney is coated and needs to be stripped and recoated with a new white coat and

will need a new mortar cap for \$2800.

12. 817 needs no work

13. 819 this chimney is coated and needs to be stripped and recoated with a new white coat and will need a new mortar cap for \$2800.

14. 901 this chimney will need a new mortar cap and full repoint and a new diffuser top for the cost of \$1800.

15. 903 this chimney will need a new mortar cap and full repoint \$1200

16. 905 needs no work. Could use a power washing at a cost of \$150 and the vines need to be taking down because they will destroy the chimney eventually.

All debris will be removed from the site. And all work comes with a 3 year warranty against cracks and pitting.

Kevin gill

Owner/Operator

Date _____

Signature _____

Architectural Control Committee Report August 2021

The owner of Unit 306 has two change requests:

1- Replacement of all windows and doors. Work to be done by Pace windows and doors and completed this Fall. The owner and Pace have both guaranteed that the outside appearance will be the same as it currently is. There is no expense to the HOA.

2- Remove and replace all gutters and downspouts. The work is to be done by Jiffy Seamless gutters from Baldwinsville. As with other gutter projects, this will separate the gutter system from the neighbor at no cost to the neighbor or the HOA.

Jill Brooks

Architectural Control Committee

Kimry Moor Homeowners Association
Board of Directors' Meeting
September 22, 2021
Via Zoom, 4:30 pm

PRESENT: R. Bruner, B Sweeney, J. McLoughlin, M. Levine, P. Curtin, J. Yanno, P. Haynor, L. Kushner, L. Crawford and Kathryn Wolff of TJMG Properties.

I. President's Comments:

The Annual Meeting is scheduled for September 29, at the clubhouse at 7:15 p.m. Linda Crawford, Marty Levine and Barb Sweeney's term expire this year. Please be prepared to discuss anything that was done by your committee in the past year. A written statement is included in the minutes of the Annual Meeting, which describes the activities of the committee during the year.

II. Secretary's Report:

- a. Request for approval of the Minutes of the August Board of Directors with changes. **A motion was made, seconded and approved to accept the August 2021 Board of Directors meeting minutes with changes. (9 Board members voted yes)**
- b. Janet McLoughlin reported that donations were made in memory of Janet & Robert McCabe, Carol Baird, Marilyn Miller and Betty Granatstein.

III. Treasurer's Report:

- a. Pat Curtin presented the August Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the August 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Key Bank and M&T Bank Reconciliation. (9 Board members voted yes)**
- b. Pat Curtin reported that there has been no response from the IRS as yet for the duplicate Employer ID# that was obtained by the Pool Committee earlier this year. (Item Open)
- c. Pat Curtin reported that there were no electronic votes taken for Treasury items since the last Board meeting.
- d. Pat Curtin reported that the Budget Committee will begin its work on the 2022 Budget in the early part of October.

- e. Pat Curtin requested that \$9,500 be moved to the roof reserve to complete 2 older roofs that needed replacement. **A motion was made, seconded and approved to move \$9,500 to the roof reserves. (9 Board members voted yes)**
- f. The August financial reports are attached.

IV. Property Managers Report:

Kathryn Wolff reported that she has reviewed the Lawn & Snow contract regarding the pond maintenance with Keith Jones. According to the current contract, the streams are to be kept free of weeds/debris and the lower pond dam is to be kept clean of any debris that may cause flowing problems along the stream banks. Going forward this will be monitored and addressed accordingly. A work order has been written to have this cleaned up and the debris picked up when manpower allows.

V. Committee Reports:

By-laws Committee:

Claude Pilon reviewed the final By-law changes. **A motion was made, seconded and approved to accept the final changes. (9 Board members voted yes)** An updated copy of the By-laws will go to all the homeowners by Mid-October.

Tree & Garden Committee:

Report attached.

Maintenance Committee:

Marty Levine reported that minor repairs continue but so far there has been nothing major. Power washing continues and hopefully will be completed before the snow flies. Greg Cohen does a wonderful job for Kimry Moor besides being a terrific guy. We are well under budget.

Roof and Chimney Committee:

- a. Claude Pilon reported that Unit 901 had to have some minor repair work done and we have had 5 more leak issues reported.
- b. Report attached.

Architectural Committee:

The Architectural Committee reported that the following Units have submitted requests for approval.

1 - Unit 407 would like approval to repair the gutters in the front of the unit at no cost to the HOA. **A motion was made, seconded and approved to repair the gutters on the front of the unit. (9 Board members voted yes)**

- a. Report attached.

V. OLD BUSINESS:

Lot Line Adjustment: Richard Greene submitted the application on September 20, 2021. Once it is received, it will be signed by the President and filed. (Item Open)

Unit 907: TJMG Properties plans on burying the pipe this fall. (Item open)

VI. New Business:

Pool: Pool repairs are needed. We are losing water due to the crack under the ladder. We have received a quote from Tarson Pools for the repairs and painting. It will cost approximately \$8,900 to fix. We may need to finance the repairs needed by getting a loan from the bank. Pat can fill out the application through M & T Bank at a 7-8% interest rate. A motion was made, seconded and approved to get a loan for \$9,000 from M & T Bank. **(6 Board members voted yes, 2 Board members abstained and 1 Board member voted no)**

Chair Lift: The chair lift is currently not working in the Clubhouse. The part has been ordered.

Homeowner Complaint: Will Pierce discussed his complaint regarding the issue of the upkeep of the pond dam. TJMG Properties is in breach of their contract by not keeping the streams and lower pond dams clean and free of surface debris. They are also not cleaning up the surrounding areas of the streams and lower pond. The water is not flowing freely causing the sump pumps to run constantly. He feels that the Board should discuss a plan to monitor the ponds with TJMG Properties and a reimbursement and a credit for the work that is not being done, should be credited back to Kimry Moor. The Board will meet to discuss how to proceed with this.

VII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the September 22, 2021 Board Meeting.**
- b. The Annual Meeting will be held on Wednesday, September 29, 2021 at 7:15 PM.
- c. The October Board Meeting will be held on Wednesday, October 27, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF AUGUST 31, 2021

	CD Rate	Maturity Date	DECEMBER Balance 2020	AUGUST Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS						
General Operations						
Cash - M&T Bank			\$ 52,366	\$ 39,869	\$ (12,497)	Bank Stmt & Recon posted on the Portal
Petty Cash - Clubhouse			300	300	-	
CD - Key Bank	0.00%		15,857	-	(15,857)	Transferred to roof reserve in March
Emergency Reserve - Key Bank CD			-	-	-	
Total Cash for General Operations			\$ 68,523	\$ 40,169	\$ (28,354)	
Roof Replacement Reserve Funds						
Cash - Key Bank Checking			\$ 47,607	\$ 4,212	\$ (43,395)	Bank Stmt & Recon posted on the Portal
Prepaid Taxes - CPA			\$ -	\$ -	-	
Accounts Receivable - Common Fees			-	-	-	
Accounts Receivable - Billings			32	1,925	1,893	2 Residents late as of 8/31
Accounts Receivable - New Homeowners			-	-	-	
TOTAL ASSETS			\$ 116,162	\$ 46,306	\$ (69,856)	
CURRENT LIABILITIES						
General Operations						
Accounts Payable			2,921	\$ 1,263	(1,658)	
Prepaid Fees			49,979	12,751	(37,228)	
Total			\$ 52,900	\$ 14,014	\$ (38,886)	
EQUITY						
Roof Replacement Reserve Funds			\$ 47,607	\$ 13,737	(33,870)	Units 401-03-05-07 & 402-04, & 301-03-05 done and paid
Emergency Reserve			-	-	-	
Retained Earnings			15,655	(256)	(15,911)	
Adjustments to Retained Earnings				(23,700)	(23,700)	Moved \$9,500 from Expected Operating Funds
P&L Year-To-Date				42,511	42,511	
Total			\$ 63,262	\$ 32,292	\$ (30,970)	
TOTL LIABILITIES & EQUITY			\$ 116,162	\$ 46,306	\$ (69,856)	
Accounts Receivable = residents who are behind in payment of common fees						
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year						

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

AUGUST 31, 2021

	ACTUALS FOR AUGUST		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees	\$ -	\$ 226,800	\$ 302,400	\$ 302,400	2 residents late as of August 31.
New Homeowner Fees		2,000	6,000	8,000	
Late Charge Income	50	425	500	200	
Interest Income - Regular Operations		1	-	100	
Other Income			-	100	
Total Income	\$ 50	\$ 229,226	\$ 308,900	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance	\$ 4,577	36,614	\$ 54,924	\$ 54,920	
Insurance	3,350	35,111	41,811	41,400	
Property Management Fees	1,168	9,350	14,016	14,445	
Snow Removal	2,056	16,450	24,672	24,672	
Pool Care and Chemicals	2,107	6,790	8,000	7,000	Over budget chemicals
Trash Removal - TJMG	761	6,088	9,132	9,123	
Trash Removal - Waste Management	311	5,295	8,300	8,000	Over budget due to penalties in first 7 months.
Total Contract Services	\$ 14,330	\$ 115,698	\$ 160,855	\$ 159,560	
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance		\$ 572	1,500	\$ 4,300	
Chimney Repairs		\$ 10,270	10,500	8,000	
Total Roof & Chimney Maint.	\$ -	\$ 10,842	\$ 12,000	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.		\$ 318			
Painting & Siding		60			
Repair/Replace Steps/Sidewalks to Pavers		2,965			
Mailbox/paper box replacement		297			
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs		400	\$ -	-	
Total Gen. Maint. & Repairs	\$ -	\$ 4,040	\$ 8,500	\$ 17,500	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

AUGUST 31, 2021

	ACTUALS FOR AUGUST		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS - Continued					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ -	\$ 470	1,300	\$ 1,400	
Clubhouse Improvements	-	-	1,000	1,000	
Clubhouse Repairs & Maint.	598	651	1,000	-	
Pool Repairs			1,500	2,000	
Pool Maintenance	43	436	500		Moved \$7,000 for Stiles Contract to Contract Services
Water - Pool		1,362	2,600	2,600	
Water - Clubhouse		142	200	200	
Other Utilities - Elec, Phone, Internet	1,112	4,264	\$ 6,500	5,500	NGrid higher than usual. Internet will be billed for 5 mos.
Total Clubhouse/Recreational Exp.	\$ 1,753	\$ 7,325	\$ 14,600	\$ 12,700	
GROUNDS EXPENSES					
Tree Service & Garden Maint.	\$ -	\$ 250	\$ 24,000	\$ 24,000	
Planting & Flowers	269	817	850	500	
Grounds Maint. - HOA	211	541	5,000	5,000	
Ponds & Stream Maintenance		105	9,340	12,340	Forecast Includes swales at 100's, 200-400's and #202. Some pond maint. \$3,000 moved to roof reserve.
Energy Cost for street lighting	1,200	1,200	1,200	1,320	10 units at @ \$120, paid in August
Total Grounds Expenses	\$ 1,680	\$ 2,913	\$ 40,390	\$ 43,160	
OTHER EXPENSES					
Legal & Accounting	\$ -	\$ 545	1,000	\$ 4,000	
Taxes, etc.		7	200	300	
Miscellaneous	268	497	\$ 1,000	1,380	Moved \$1,320 to Street Lighting
Total Other Expenses	\$ 268	\$ 1,049	\$ 2,200	\$ 5,680	
TOTAL OTHER EXPENSES	\$ 18,031	\$ 141,867	\$ 238,545	\$ 250,900	Total of 25 checks written during August
REGULAR OPERATING PROFIT & LOSS	\$ (17,981)	\$ 87,359	\$ 70,355	\$ 59,900	Forecast positive variance of \$10,000 as of the end of August. \$9,500 moved to roof reserve
Funds Transferred from Common Fees		(44,850)	(59,800)	(59,800)	
Funds transferred from Operating Budget	\$ (9,500)	(9,500)	(9,500)		Moved from Operating Forecast per August Board Mtg
Interest Income - Emergency Reserve	\$ -	1	-	(100)	
Total Funds Transferred	\$ (9,500)	\$ (54,349)	\$ (69,300)	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ (27,481)	\$ 33,010	\$ 1,055	\$ -	Monthly/YTD Excess income over Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

AUGUST 31, 2021

	ACTUALS FOR AUGUST		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)					
ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607	\$ 47,607	\$ 47,607	
Funds Transferred to Roof Replacement Reserve		44,850	\$ 59,800	\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings	\$ 9,500	23,700	\$ 23,700		Excess from 2020 and forecasted 2021
Other Replacement Income		15,859	\$ 15,859		Transferred from Key Bank CD in March
Expenditures		(118,279)	\$ (146,779)	\$ (103,700)	Units 401-03-05-07 and 402-04 and 301-03-05 Done
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	<u>\$ 9,500</u>	<u>\$ (33,870)</u>	<u>\$ 187</u>	<u>\$ (43,900)</u>	
ROOF REPLACEMENT CAPITAL FUNDS BALANCE		<u>\$ 13,737</u>	<u>\$ 187</u>	<u>\$ 3,707</u>	4th Quarter portion of dues of \$14,950 will allow cluster 406-08 to be replaced at end of September.
KEY BANK CASH BALANCE	\$ -	<u>\$ 4,237</u>	<u>\$ 187</u>	<u>\$ 3,707</u>	

Tree & Garden Committee Report
September 22, 2021

Earlier this month Bartlett tree service applied herbicide to the common ground in front of unit 202. Following this treatment, six cedars were also taken down. Stumps should be ground up by 9/23 or 9/24.

Tree committee met with our arborist to go over the costs of the compiled list of work that needs to be done on our entire property. This list is comprehensive and exhausts our budget.

General tree work will commence by the end of September.

Most residents have expressed an interest in having remaining tree stumps ground up. However, it is an additional cost and then the area needs to be cleared of sawdust/mulch and in some situations reseeded. This is all at an additional cost and suppresses the tree budget. The committee would like to accommodate resident wishes but needs to consider the overall needs of the community at large. Some items will have to be left until the new year due to budget constraints.

Thanks to all the residents for their patience and understanding.

Respectfully,
Joan Yanno
Tree & Garden Committee Chairman

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

SEPTEMBER 22, 2021, BOARD MEETING

CHIMNEY INFORMATION:

No further work will be done unless leakage occurs

ROOF INFORMATION:

- From recent storms, the following roof leaks are being addressed:
 - **Unit 607 – leak in kitchen has resumed - Custom Quality visited owner 8/20 & again on 9/7 Lots of areas where leak could occur. Roof will be tarped until replacement in 2022 if leaks continue – Roof replaced in 2000**
 - **Unit 907 – leak near chimney – Roofing Guys notified 8/30 & 9/8 –visited and took care of leak – Roof replaced in 2018**
 - **Unit 504 – leak near chimney – Custom Quality visit – to notify me if it reoccurs – Roof replaced in 2019**
 - **Unit 602 – leak in ceiling – Custom Quality notified 9/7 & visited. Owner to notify me if leak occurs again. Roof replaced in 2016**
 - **Unit 505 – Leak near chimney – Roofing Guys visited and fixed – Roof replaced in 2019**

- **J. Lindsey will replace units 406 & 408 roofs during the week of September 27, 2021, for \$28,500**

- Received quotes for roof replacements for 2022 year
 - **605, 607 & 609 - \$40,375 - average**
 - **601 & 603 - \$28,500 - average**

Submitted by Roof Replacement, Repair and Funding Committee

(Claude P, Richard G, Pat C, Morris T)

9/22/2021

Architectural Report for September 2021

Unit 407 is requesting approval to repair the gutters in the front of her unit and add gutter covers. There is no cost to the Hoa. I am asking for approval to be contingent upon the needed additional paperwork being submitted before the work begins.

Kimry Moor Homeowners Association
Board of Directors' Meeting
October 27, 2021
Via Zoom, 4:30 pm

PRESENT: R. Bruner, B Sweeney, J. McLoughlin, M. Levine, P. Curtin, J. Yanno, P. Haynor, L. Kushner, L. Crawford and Kathryn Wolff of TJMG Properties.

I. President's Comments:

Rick Bruner would like the Board and Committee members to improve communications regarding proposals.

II. Secretary's Report:

- a. Request for approval of the Minutes of the September Board of Directors with changes. **A motion was made, seconded and approved to accept the September 2021 Board of Directors meeting minutes. (9 Board members voted yes)**

III. Treasurer's Report:

- a. Pat Curtin presented the September Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the September 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Key Bank and M&T Bank Reconciliation. (9 Board members voted yes)**
- b. Pat Curtin reported that there still has been no response from the IRS as yet for the duplicate Employer ID# that was obtained by the Pool Committee earlier this year. (Item Open)
- c. Pat Curtin reported that there were three electronic votes for Treasury items since the last Board meeting.
 1. Custom Quality - \$1,200 to repair unit #202 on October 2, 2021. **(9-0 in favor)**
 2. Arbor Tech Tree Service - \$1,050 on October 5, 2021. **(9-0 in favor)**
 3. Bartlett Tree - \$22,191 for various projects listed by Joan Yanno on October 9, 2021. **(7 in favor, 1 abstention)**
- d. The September financial reports are attached.

IV. Property Managers Report:

Kathryn Wolff reported that the UFPO has not marked out the locations of the underground utilities as planned today, most likely due to all the rains, but the pipe will be buried at Unit 907 as soon as they have done so. Mark Bright is following up with UFPO.

V. Committee Reports:

By-laws Committee:

Claude Pilon reported that a revised and updated copy of the By-laws was emailed to the homeowners on September 29, 2021. The three homeowners not on email were sent a hard copy. The Kimry Moor website was updated with the revised By-laws in early October.

Grounds Committee:

Report attached.

Tree & Garden Committee:

Report attached.

Maintenance Committee:

Marty Levine reported that most of the power washing has been completed. 32 units were done for \$2,700. Greg Cohen has done a great job. This is going to continue to be an ongoing annual cost of approximately \$3,000 per year. Painting and miscellaneous work has also been completed. Homeowners are responsible for painting their foundations. The maintenance committee would like approval to pay the invoices submitted by Greg Cohen in the amounts of \$2700, \$562.50 and \$ 465. **A motion was made, seconded and approved to pay the submitted invoices. (9 Board members voted yes)**

Roof and Chimney Committee:

- a. Claude Pilon reported that the roof leak repair was completed on Unit 202. Kimry Moor was billed an additional \$175 over the initial \$1,200. The Committee is requesting approval for the additional \$175. Greg Cohen submitted a \$300 invoice for the roof inspections done. The Committee is requesting approval to pay the invoice. **A motion was made, seconded and approved to pay the additional \$175 for the roof leak repair and the \$300 invoice for the roof inspections. (9 Board members voted yes)**
- b. Report attached.

Pool Committee:

- a. Rick Bruner reported that the pool will be painted and repaired in the spring for approximately \$9,000. The pool cover will not be put on this winter as the water level is too low. The pool cover has been repaired for \$800. **A motion was made, seconded and approved to pay the \$800 repair. (9 Board members voted yes)**

Budget Committee:

- a. Pat Curtin reviewed the 2022 draft budget which will be approved at the November 17, 2021 Board meeting. After careful review of the association's finances, reserves and the By-laws, the Committee is suggesting an increase of \$75 per quarter (\$25 per month) to cover inflation, the pool repairs needed and to build the reserves that have been depleted due to roof replacements. The 2022 coupon sheets could be printed both

quarterly and monthly making it easier for the homeowners. Pat Curtin will work on a letter for TJMG Properties to send with the 2022 coupon sheets.

V. OLD BUSINESS:

Lot Line Adjustment: Richard Greene received a letter on October 15, 2021, stating that the City of Syracuse Office of Zoning Administration has received and approved the revised plot map. Awaiting any additional requirements from the Onondaga County Health Department or the City of the Syracuse Department of Engineering. (Item Open).

VI. New Business:

None

VII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the October 27, 2021 Board Meeting.**
- b. Due to the Thanksgiving holiday, the November Board Meeting will be held on Wednesday, November 17, 2021 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF SEPTEMBER 30, 2021

	CD Rate	Maturity Date	DECEMBER Balance 2020	SEPTEMBER Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS						
General Operations						
Cash - M&T Bank			\$ 52,366	\$ 36,810	\$ (15,556)	Bank Stmt & Recon posted on the Portal
Petty Cash - Clubhouse			300	300	-	
CD - Key Bank	0.00%		15,857	-	(15,857)	Transferred to roof reserve in March
Emergency Reserve - Key Bank CD			-	-	-	
Total Cash for General Operations			\$ 68,523	\$ 37,110	\$ (31,413)	
Roof Replacement Reserve Funds						
Cash - Key Bank Checking			\$ 47,607	\$ 13,687	\$ (33,920)	Bank Stmt & Recon posted on the Portal
Prepaid Taxes - CPA			\$ -	\$ -	-	
Accounts Receivable - Common Fees			-	-	-	
Accounts Receivable - Billings			32	1,975	1,943	2 Residents late as of 9/30
Accounts Receivable - New Homeowners			-	-	-	
TOTAL ASSETS			\$ 116,162	\$ 52,772	\$ (63,390)	
CURRENT LIABILITIES						
General Operations						
Accounts Payable			\$ 2,921	\$ 10,873	\$ 7,952	
Prepaid Fees			49,979	31,676	(18,303)	
Total			\$ 52,900	\$ 42,549	\$ (10,351)	
EQUITY						
Roof Replacement Reserve Funds			\$ 47,607	\$ 13,737	\$ (33,870)	Units 401-03-05-07 & 402-04, & 301-03-05 done and paid. Units 406/08 done in Octob
Emergency Reserve			-	-	-	
Retained Earnings			15,655	(256)	(15,911)	
Adjustments to Retained Earnings			-	(23,700)	(23,700)	Moved \$9,500 from Expected Operating Funds
P&L Year-To-Date			-	20,442	20,442	
Total			\$ 63,262	\$ 10,223	\$ (53,039)	
TOTL LIABILITIES & EQUITY			\$ 116,162	\$ 52,772	\$ (63,390)	
Accounts Receivable = residents who are behind in payment of common fees						
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year						

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

SEPTEMBER 30, 2021

	ACTUALS FOR SEPTEMBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	

GENERAL OPERATIONS

REVENUES					
Common Fees	\$ -	\$ 226,800	\$ 302,400	\$ 302,400	2 residents late as of August 31.
New Homeowner Fees		2,000	6,000	8,000	Optimistic
Late Charge Income	50	475	500	200	
Interest Income - Regular Operations		1	-	100	
Other Income			-	100	
Total Income	\$ 50	\$ 229,276	\$ 308,900	\$ 310,800	

CONTRACT SERVICES					
Grounds Maintenance -- Lawn	\$ 4,577	41,191	\$ 55,124	\$ 54,920	
Insurance		35,111	41,811	41,400	
Property Management Fees	1,168	10,519	14,086	14,445	
Snow Removal	2,056	18,506	24,778	24,672	
Pool Care and Chemicals	1,172	7,964	8,500	7,000	Over budget chemicals
Trash Removal - TJMG	761	6,849	9,166	9,123	
Trash Removal - Waste Management	678	5,975	8,100	8,000	
Total Contract Services	\$ 10,412	\$ 126,115	\$ 161,565	\$ 159,560	Over budget due to penalties in first 7 months.

CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance		\$ 572	2,700	\$ 4,300	
Chimney Repairs		\$ 10,270	10,500	8,000	
Total Roof & Chimney Maint.	\$ -	\$ 10,842	\$ 13,200	\$ 12,300	

GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.	\$ 42	\$ 360			
Painting & Siding		60			
Repair/Replace Steps/Sidewalks to Pavers		2,965			
Mailbox/paper box replacement	125	422			
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs	-	400	\$ -	-	
Total Gen. Maint. & Repairs	\$ 167	\$ 4,207	\$ 8,500	\$ 17,500	\$6,000 moved to roof reserve in August

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

SEPTEMBER 30, 2021

	ACTUALS FOR SEPTEMBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS - Continued					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ -	\$ 470	1,300	\$ 1,400	
Clubhouse Improvements	-	-	-	1,000	
Clubhouse Repairs & Maint.	152	803	1,000	-	
Pool Repairs			500	2,000	
Pool Maintenance		436	500		
Water - Pool		1,362	2,300	2,600	Moved \$7,000 for Stiles Contract to Contract Services
Water - Clubhouse		142	200	200	
Other Utilities - Elec, Phone, Internet	822	5,086	\$ 6,500	5,500	NGrid higher than usual in summer. Internet 5 mos.
Total Clubhouse/Recreational Exp.	\$ 974	\$ 8,299	\$ 12,300	\$ 12,700	
GROUNDS EXPENSES					
Tree Service & Garden Maint.	\$ 2,219	\$ 2,469	\$ 24,000	\$ 24,000	
Planting & Flowers	-	817	850	500	
Grounds Maint. - HOA	850	1,391	5,000	5,000	#202
Ponds & Stream Maintenance	7,200	7,305	9,340	12,340	Includes swales at 100's, 200-400's. Some pond maint. \$3,000 moved to roof reserve.
Energy Cost for street lighting		1,200	1,200	1,320	10 units at @ \$120
Total Grounds Expenses	\$ 10,269	\$ 13,182	\$ 40,390	\$ 43,160	
OTHER EXPENSES					
Legal & Accounting	\$ -	\$ 545	2,000	\$ 4,000	
Taxes, etc.	19	26	200	300	
Miscellaneous	274	771	\$ 1,000	1,380	Moved \$1,320 to Street Lighting
Total Other Expenses	\$ 293	\$ 1,342	\$ 3,200	\$ 5,680	
TOTAL OTHER EXPENSES	\$ 22,115	\$ 163,987	\$ 239,155	\$ 250,900	Total of 19 checks written during September
REGULAR OPERATING PROFIT & LOSS	\$ (22,065)	\$ 65,289	\$ 69,745	\$ 59,900	Forecast positive variance of \$10,000 as of the end of September. \$9,500 moved to roof reserve.
Funds Transferred from Common Fees		(44,850)	(59,800)	(59,800)	
Funds transferred from Operating Budget		(9,500)	(9,500)		Moved from Operating Forecast per August Board Mtg
Interest Income - Emergency Reserve	\$ -	1	-	(100)	
Total Funds Transferred	\$ -	\$ (54,349)	\$ (69,300)	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ (22,065)	\$ 10,940	\$ 445	\$ -	Monthly/YTD Excess income over Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 SEPTEMBER 30, 2021

	ACTUALS FOR SEPTEMBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	

ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)

ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607	\$ 47,607	\$ 47,607	
Funds Transferred to Roof Replacement Reserve		44,850	\$ 59,800	\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings		23,700	\$ 23,700		Excess from 2020 and forecasted 2021
Other Replacement Income		15,859	\$ 15,859		Transferred from Key Bank CD in March
Expenditures		(118,279)	\$ (146,779)	\$ (103,700)	Units 401-03-05-07 and 402-04 and 301-03-05 Done
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	\$ -	\$ (33,870)	\$ 187	\$ (43,900)	

ROOF REPLACEMENT CAPITAL FUNDS BALANCE		\$ 13,737	\$ 187	\$ 3,707	4th Quarter portion of dues of \$14,950 will allowed cluster 406-08 to be replaced in early October.
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KEY BANK CASH BALANCE	\$ -	\$ 13,687	\$ 187	\$ 3,707
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		10,940		
		9,500		
		<u>20,440</u>	to Bal Sheet	

Grounds Committee Report
October 27, 2021

Bartlett Tree removed a number of large trees in front of 202 and Intex (Mike Smith and crew) cleaned out the rest of the vegetation, tree debris, and small trees. The healthy, Ivy, ground cover was left and we will evaluate next spring to see whether any more work needs to be done in that area.

Intex cleaned out the stream behind the 200-400 block. The water is running more freely. The plan is to maintain this area for the next couple of years and then dredge the creek and pond when the budget allows. In the meantime, we will work with DEC and powers that be to secure proper permits.

Intex also cut back trees and shrubs that were overgrown and/or hanging over or near the creek bed.

TJMG will be extending a pipe underground at 907 to move water away from owner's driveway where it currently pools this project will be completed in the next couple of weeks

Things to address:

- The stumps were ground behind 406 and 408, we will ask TJMG for a quote to reseed that area along with others in the neighborhood where stumps were removed.
- We have a request from the homes in the 100 block to clean out the creek bed as there is still a back-up in that area. (We currently have a quote from Intex and will be asking for a vote to have that work completed this fall or early spring)
- A request was made from Unit 405 to have a couple dead trees near the pond removed or cut back and the cattails removed
- A request was made from Unit 303 that we address the poison ivy behind their Unit. Salt City did spray for poison ivy behind the 600 block this year. I will see what can be done to address the problem early in the season to see if we can prevent overgrowth.
- Unit 303 and 301 have voiced concern over the poor drainage in front of their two units which is causing the sidewalk to lift, grass doesn't grow etc. (The situation will be inspected and a proposal made for fixing the drainage issue)

Respectfully,
Linda Crawford
Grounds Committee Chairman

Tree & Garden Committee Report
October 27, 2021

Grinding of tree stumps was completed on 10/9/21.

Areas worked on were: 405,406,407,505,609,705 and 827.

The Arbor Tech Tree service did a very nice job of grinding stumps and large roots as well as cleaning up each area.

Bartlett Tree experts started their work in the 600 area on 10/18/21 and worked their way to 509. It was too wet for large trees to be taken down. There are many areas yet to be worked on as we had nearly 50 areas of concern on our list. They are contracted to have this work done as soon as possible.

TJMG completed the cleanup of the flagpole island. However, pruning needs to be done before too long.

The Tree Committee will prune the garden area at the entrance.

Thank you to all for your continued patience.

Respectfully,
Joan Yanno
Tree & Garden Committee Chairman

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

OCTOBER 27, 2021, BOARD MEETING

CHIMNEY INFORMATION:

No further work is scheduled until next year.

ROOF INFORMATION:

- **Roof leaks - Unit 202 – On 10/1, the Board approved expenditure of \$1,200 for roof repairs around chimney. Custom Quality guaranteed work. On 10/16 the home had a new water leak near chimney on North side and moderate water on South side. Despite the rain, on Sunday, 10/17 Custom Quality repaired the roof, identifying cracks near the chimney, no “ICE & water SHILD” protection etc. We were billed an additional \$175 for grinding and cutting required into the masonry joints on the brick for entire chimney, which I approved as an emergency. REQUESTING BOARD APPROVAL FOR THE ADDITIONAL COST OF \$175 . Roof was replaced in 2015.**
- **Received invoice from Greg Cohen for \$300 for roof replacement inspections for units 301, 3 & 5; for units 401, 3, 5,& 7: and for units 406 & 408. REQUESTING BOARD APPROVAL FOR THE \$300 EXPEDNITURE.**
- **Roof leak in bathroom – unit 809 – The Roofing Guys contacted 10/17, repaired on 10/18. Ceiling will need repair. Roofing Guys to inspect next week. Roof replaced in 2019**
- **Roof leak – unit 608. Custom Quality suspects skylight needs to be replaced. Owner requested replacement at owner’s expense. Roof replaced in 2018**
- **Roof leak – unit 114 Custom Quality investigated; 10/15, did not identify any problems. Roof replaced in 2013**
- **Roof leak – unit 705 Custom Quality to investigate. Roof replaced in 2002.**
- **Roof leak – unit 601 in living room. Custom Quality to investigate. Roof replaced in 2000.**
- **J. Lindsey Roofing replaced roofs for units 406 & 408 at end of September for \$28,500.**
- **Gutters repairs after roof replacement – unit 408. J. Lindsey notified and repairs were done.**
- **Received quotes from Custom Quality & J. Lindsay Roofing for roof replacements during the 2022 year:**
 - **605, 607 & 609 - \$40,375 - average**
 - **601 & 603 - \$28,500 - average**

Submitted by Roof Replacement, Repair and Funding Committee

(Claude P, Richard G, Pat C, Morris T)

10/27/2021

Kimry Moor Homeowners' Association
Board of Directors' Meeting
November 17, 2021
Via Zoom, 4:30 pm
Draft Copy

PRESENT: R. Bruner, J. McLoughlin, M. Levine, P. Curtin, J. Yanno, P. Haynor, L. Kushner, L. Crawford and Kathryn Wolff of TJMG Properties.

EXCUSED: B. Sweeney

I. President's Comments:

Rick Bruner would like welcome Nancy Skahen who has moved into Unit 813 and Joe and Fran Greenman who, after a long period of refinishing, have moved into Unit 609.

The Board would like to thank Barbara Sweeney and Marty Levine for their tenure on the Board. Their contributions are very appreciated and will be sorely missed.

Association fees can be paid on a monthly, quarterly, or annual basis.

II. Custom Quality:

Jason Slade of Custom Quality attended the Board meeting to answer questions regarding roof maintenance, roof replacement and why the longevity of some roofs and chimneys is shorter than others.

III. Secretary's Report:

Request was made for approval of the Minutes of the October Board of Directors with changes. **A motion was made, seconded and approved to accept the October 2021 Board of Directors meeting minutes. (8 Board members voted yes)**

IV. Treasurer's Report:

- a. Pat Curtin presented the October Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Work Order and Bank Reconciliation. **A motion was made, seconded and approved to accept the October 2021 Financial Report, Balance Sheet, Profit & Loss Statement, Check Register, Key Bank and M&T Bank Reconciliation. (8 Board members voted yes)**
- b. Pat Curtin reported that there still has been no response from the IRS to the duplicate Employer ID# that was obtained by the Pool Committee earlier this year. Two certified letters have been sent. (Item Open)
- c. Pat Curtin reported that there was one electronic vote related to the Treasury since the last Board meeting. A motion was made on November 10, 2021 to approve a roof repair at unit #102, by Custom Quality, at a cost of \$1,375. **(8-1 in favor)**

- d. Pat Curtin reported that the Treasurer does not have responsibility for Utilities, but TJMG has suggested that we switch to an alternate energy provider, Marathon Energy. This third-party provider supplies the electricity and National Grid delivers it and bills for it. We would see no change in service. The advantage of going with this firm is that Kimry Moor has the potential to lock into prices and save about \$937 on just electricity over the next three years (\$312 per year). We do not qualify to lock into natural gas rates because our usage is so small. The Treasurer understands that the Board has declined to make this move in prior years, but with the rate increases that are forecast for the next year, it seems that it would be to our advantage to lock into lower rates that are in place at this time. Secondly, as Committees are formed next year, responsibility for the usage oversight of both electric and gas utilities should be specifically assigned to one of the user Committees: for example, the Pool or Maintenance Committee. **A motion was made to accept Marathon's proposal for three-years and after a brief discussion, it was decided that this will be tabled for a later decision.** (Item open)
- e. Pat Curtin also reported that at the last Board meeting there was a discussion about the option for residents to pay their Common Fees monthly. The Covenants call for annual assessments, with the Board having the option to permit quarterly payments (Section 4b). As long as residents pay in advance, we don't think the Covenant needs to be changed. For example, if the proposed budget passes on November 17, everyone is expected to pay the January 1 dues of \$975. Then, if they want to, they can pay in advance for April 1 by paying \$325 on each of Feb 1, Mar 1 and April 1. We don't know of any situation that doesn't allow prepayments. As long as the full quarter is paid by April 10, there would be no late fee. TJMG Properties will confirm the coupon wording and get a letter of explanation out to residents when the notice of new Common Fees goes out to residents.
- f. The October financial reports are attached.

V. Property Manager's Report:

Kathryn Wolff reported that the plow stakes have been put up where we need them to be. Homeowners must not move or remove them from their current locations. This will also be emailed to the homeowners. We have been cutting grass and addressing the planting beds. We will continue to clean up the leaves and try to mow again, but the grounds are very saturated, so this will be weather permitting.

VI. Committee Reports:

Architectural Committee Report:

Jill Brooks reported that Unit 405 had submitted a request for the approval to install a new exterior front door with a full, non-clear, glass panel. **A motion was made, seconded and after a brief discussion, denied. (3 Board members voted yes, 5 Board members voted no)** It was later learned that four other Units have doors that are similar to the proposed door. An electronic revote was taken after the meeting, and the homeowner's request was unanimously approved. **(8 Board members voted yes)**

Grounds Committee:

A motion was made to approve a \$1,000 expenditure to bury the drainage pipe at Unit 907. This is the final phase of the drainage project that was started three years ago. The work will be done by Intex next week, weather permitting. **A motion was made, seconded and approved for the \$625 difference to bury the pipe at Unit 907. (8 Board members voted yes)**

- a. Report attached.

Tree & Garden Committee:

Report attached.

Maintenance Committee:

Marty Levine reported that they have been doing minor jobs of door painting and power washing. He will provide a list of any open items when he meets with the next maintenance chairman.

Roof and Chimney Committee:

Report attached.

Pool Committee:

Report attached.

Budget Committee:

- a. Pat Curtin reported that the Budget Committee received several heartfelt letters from the members. Twelve residents submitted comments, 7 in favor and 5 opposed. Some of the suggestions were to charge a pool membership fee or a clubhouse fee. After careful review of the association's finances, reserves and the By-laws, and trying to balance all of the issues presented by the members, the Committee is proposing an increase of \$75 per quarter (\$25 per month) to cover the general increases of inflation, repairs and painting of the pool, a heater for the pool, a new HVAC unit & hot water heater for the clubhouse and building of the reserves. **A motion was made, seconded and approved to increase the quarterly fees to \$975. (7 Board members voted yes, 1 Board member vote no)**
- b. Committee member, Dr. Morris Torres, summarized the difficulties that the Committee faced during the process of creating/achieving a working budget for 2022. He also wanted to thank Pat Curtin for her hard work and logical determinations.

V. OLD BUSINESS:

- c. Lot Line Adjustment: Richard Greene reported that Ianuzi and Romans informed the Lot Line Adjustment Committee, that they are in the process of filing the final 4th Amended

Survey Map with Onondaga County. This will be done after signatures from the Town of Manlius and City of Syracuse are affixed to the Map. Richard Greene also suggested the formation of a Legal Committee. This Committee would be a resource when legal opinions and advice would be helpful to the Board. It was suggested that because this would be a new Committee, not named in the By-Laws, that it should be an ad hoc legal committee for now. **A motion was made, seconded and approved to form an ad hoc legal committee. (8 Board members voted yes)**

d. Report attached.

VI. New Business:

None

VII. Meeting Adjournment:

- a. **A motion was made, seconded and approved to adjourn the November 17, 2021 Board Meeting.**
- b. The January Board Meeting will be held on Wednesday, January 26, 2022 at 4:30 PM.

Respectfully submitted,
Kathryn Wolff
Association Account Manager
TJMG Properties

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

BALANCE SHEET

AS OF OCTOBER 31, 2021

	CD Rate	Maturity Date	DECEMBER Balance 2020	OCTOBER Balance 2021	Variance to Prior Year Increase/(Decrease)	COMMENTS
ASSETS						
General Operations						
Cash - M&T Bank			\$ 52,366	\$ 42,350	\$ (10,016)	Bank Stmt & Recon posted on the Portal
Petty Cash - Clubhouse			300	300	-	
CD - Key Bank	0.00%		15,857	-	(15,857)	Transferred to roof reserve in March
Emergency Reserve - Key Bank CD			-	-	-	
Total Cash for General Operations			\$ 68,523	\$ 42,650	\$ (25,873)	
Roof Replacement Reserve Funds						
Cash - Key Bank Checking			\$ 47,607	\$ 137	\$ (47,470)	Bank Stmt & Recon posted on the Portal
Prepaid Taxes - CPA			\$ -	\$ -	-	
Accounts Receivable - Common Fees			-	-	-	
Accounts Receivable - Billings			32	3,750	3,718	All residents paid-in-full in November.
Accounts Receivable - New Homeowners			-	-	-	
TOTAL ASSETS			\$ 116,162	\$ 46,537	\$ (69,625)	
CURRENT LIABILITIES						
General Operations						
Accounts Payable			\$ 2,921	\$ 4,762	\$ 1,841	
Prepaid Fees			49,979	8,839	(41,140)	
Total			\$ 52,900	\$ 13,601	\$ (39,299)	
EQUITY						
Roof Replacement Reserve Funds			\$ 47,607	187	\$ (47,420)	Units 401-03-05-07 & 402-04, & 301-03-05, done and paid. (11 units)
Emergency Reserve			-	-	-	
Retained Earnings			15,655	(256)	(15,911)	
Adjustments to Retained Earnings				(23,700)	(23,700)	Moved \$9,500 from Expected Operating Funds
P&L Year-To-Date				56,705	56,705	
Total			\$ 63,262	\$ 32,936	\$ (30,326)	
TOTL LIABILITIES & EQUITY			\$ 116,162	\$ 46,537	\$ (69,625)	
Accounts Receivable = residents who are behind in payment of common fees						
Prepaid Fees = residents who have paid common fees in advance; e.g. paid for the year						

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 OCTOBER 30, 2021

	ACTUALS FOR OCTOBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS					
REVENUES					
Common Fees	\$ 75,600	\$ 302,400	\$ 302,400	\$ 302,400	All paid in full in November
New Homeowner Fees		2,000	6,000	8,000	
Late Charge Income	75	550	500	200	
Interest Income - Regular Operations		1	-	100	
Other Income			-	100	
Total Income	\$ 75,675	\$ 304,951	\$ 308,900	\$ 310,800	
CONTRACT SERVICES					
Grounds Maintenance -- Lawn	\$ 4,577	45,768	\$ 55,124	\$ 54,920	
Insurance	3,350	38,461	41,811	41,400	
Property Management Fees	1,168	11,688	14,086	14,445	
Snow Removal	2,056	20,562	24,778	24,672	
Pool Care and Chemicals	540	8,504	8,500	7,000	Over budget chemicals
Trash Removal - TJMG	761	7,610	9,166	9,123	
Trash Removal - Waste Management	655	6,630	8,100	8,000	
Total Contract Services	\$ 13,107	\$ 139,223	\$ 161,565	\$ 159,560	
CHIMNEY & ROOF MAINTENANCE					
Roof Repairs & Maintenance	\$ 1,675	\$ 2,246	4,000	\$ 4,300	
Chimney Repairs		\$ 10,270	10,500	8,000	
Total Roof & Chimney Maint.	\$ 1,675	\$ 12,516	\$ 14,500	\$ 12,300	
GENERAL MAINTENANCE & REPAIRS					
Lights Purchased, Repairs & Maint.		\$ 360			
Painting & Siding	465	525			
Repair/Replace Steps/Sidewalks to Pavers		2,965			
Mailbox/paper box replacement	83	504			
Maint./Repairs - TJMG Properties					
Structure & Misc. Maint./Repairs	3,305	3,705	\$ -	-	
Total Gen. Maint. & Repairs	\$ 3,853	\$ 8,059	\$ 9,000	\$ 17,500	\$6,000 moved to roof reserve in August

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 OCTOBER 30, 2021

	ACTUALS FOR OCTOBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	
GENERAL OPERATIONS - Continued					
CLUBHOUSE/RECREATIONAL EXPENSES					
Social & Clubhouse Expenses	\$ -	\$ 479	800	\$ 1,400	
Clubhouse Improvements	-	-	-	1,000	
Clubhouse Repairs & Maint.	112	907	1,000	-	
Pool Repairs	864	864	900	2,000	
Pool Maintenance	100	536	500		Moved \$7,000 for Stiles Contract to Contract Services
Water - Pool		1,362	2,500	2,600	
Water - Clubhouse		142	200	200	
Other Utilities - Elec, Phone, Internet	1,615	6,702	7,000	5,500	NGrid higher than usual in summer. Internet 5 mos.
Total Clubhouse/Recreational Exp.	\$ 2,691	\$ 10,992	\$ 12,900	\$ 12,700	
GROUNDS EXPENSES					
Tree Service & Garden Maint.	\$ 2,372	\$ 4,841	\$ 24,000	\$ 24,000	
Planting & Flowers	-	817	850	500	
Grounds Maint. - HOA	168	1,559	3,625	5,000	
Ponds & Stream Maintenance	581	7,886	9,340	12,340	Includes swales at 100's, 200-400's. Some pond maint. \$3,000 moved to roof reserve.
Energy Cost for street lighting	-	1,200	1,200	1,320	10 units at @ \$120
Total Grounds Expenses	\$ 3,121	\$ 16,303	\$ 39,015	\$ 43,160	
OTHER EXPENSES					
Legal & Accounting	\$ -	\$ 545	\$ 2,000	\$ 4,000	
Taxes, etc.		26	200	300	
Miscellaneous	11	783	\$ 1,000	1,380	Moved \$1,320 to Street Lighting
Total Other Expenses	\$ 11	\$ 1,354	\$ 3,200	\$ 5,680	
TOTAL OTHER EXPENSES	\$ 24,458	\$ 188,447	\$ 240,180	\$ 250,900	Total of 15 checks written during October
REGULAR OPERATING PROFIT & LOSS	\$ 51,217	\$ 116,504	\$ 68,720	\$ 59,900	Forecast positive variance of \$10,000 as of the end of September. \$9,500 moved to roof reserve.
Funds Transferred from Common Fees		(59,800)	(59,800)	(59,800)	
Funds transferred from Operating Budget		(9,500)	(9,500)		Moved from Operating Forecast per August Board Mtg
Interest Income - Emergency Reserve	\$ -	1	-	(100)	
Total Funds Transferred	\$ -	\$ (69,299)	\$ (69,300)	\$ (59,900)	
NET OPERATIONAL PROFIT & LOSS	\$ 51,217	\$ 47,205	\$ (580)	\$ -	Monthly/YTD Excess Income over (under) Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD
 PROFIT & LOSS STATEMENT
 OCTOBER 30, 2021

	ACTUALS FOR OCTOBER		TOTAL YEAR		COMMENTS
	MONTH	YEAR-TO-DATE	FORECAST	BUDGET	

ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)

ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2021)	\$ 47,607	\$ 47,607	\$ 47,607	\$ 47,607	
Funds Transferred to Roof Replacement Reserve	\$ 14,950	59,800	\$ 59,800	\$ 59,800	Budgeted 4 quarters of common fees to reserve
Additional Funds Transferred from Retained Earnings		23,700	\$ 23,700		Excess from 2020 and forecasted 2021
Other Replacement Income		15,859	\$ 15,859		Transferred from Key Bank CD in March
Expenditures	\$ (28,500)	(146,779)	\$ (146,779)	\$ (103,700)	Units 401-03-05-07 and 402-04 and 301-03-05 and 406-08 Done
NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND	\$ (13,550)	\$ (47,420)	\$ 187	\$ (43,900)	

ROOF REPLACEMENT CAPITAL FUNDS BALANCE		\$ 187	\$ 187	\$ 3,707	4th Quarter portion of dues of \$14,950 will allowed cluster 406-08 to be replaced in early October.
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KEY BANK CASH BALANCE	\$ -	\$ 137	\$ 137	\$ 3,707	
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		47,205			
		9,500			
		<u>56,705</u>	to Bal Sheet		

Grounds Committee Report
November 17, 2021

Since the last Board meeting TJMG Completed the following:

10/9 Checked Duck Pond Light \$19.00
10/19 Removed Dam Board at the end of the pond \$175.00
10/19 Removed Benches for the winter \$78.00
Winterized Sprinkler \$78.00

On Sunday 11/17 an emergency call was made to TJMG on behalf of Unit 405, after heavy rains created a high-water level in the swale and the pond, this situation increased the ground water level and was problematic for Unit 405 as their sump pump runs excessively. TJMG (Mark) along w/ Rick, Richard and Will Pierce assessed the situation and determined the dam would be removed on Tuesday as previously planned. We will revisit the dam situation in the spring and make sure regular clean outs are done, so that the water table does not get too high.

I would like to make a motion that the board approve a 1,000 expenditure to bury the drainage pipe at unit 907. This is the final phase of the drainage project that was started three years ago. Work to be done by Intex next week weather permitting.

Respectfully,
Linda Crawford
Grounds Committee Chairman

Tree & Garden Committee Report
November 17, 2021

Bartlett Tree Experts have completed the following:

- * Tree fertilization, Borer treatments for ash and birch trees, plant bug treatments for 13 Honey Locust trees and Deer treatments at various locations on our property.
- * Limbs were taken down at 509
- * Clusters of buckthorns and 6 Ash trees were felled behind the 400 cluster
- * 4 Ash trees were taken down behind 505
- * Dead trees, limbs and deer damaged limbs were removed at 603

There are still a number of areas that need to be worked on, which should be completed by the end of the calendar year.

We understand that TJMG will prune the flagpole area and the front entry. Some of the smaller lower limbs that have been noted on our list may be under the contract with TJMG, so we are waiting on that situation to be resolved.

It is interesting to note that the dead ash trees behind the 400 cluster were on the western side of the stream. The heavy winds on 11/11/21 took down the shortest of the group, nearly hitting unit 405. This indicates the need for tree work to be done in a timely manner. Postponing work on trees can certainly be a risk that we do not need or want to take. Overall safety and damage to property is always a concern, resulting in higher costs to our HOA and risking major inconvenience to any resident. It is our committee's recommendation to keep up with the required work on our property and to support the suggested budget.

Thank you to all the residents for their continued patience as we attempt to complete our work.

Respectfully,
Joan Yanno
Tree & Garden Committee Chairman

ROOFING, CHIMNEY & FUNDING COMMITTEE REPORT

NOVEMBER 17, 2021, BOARD MEETING

CHIMNEY INFORMATION:

No further work is scheduled until next year.

ROOF INFORMATION:

- **Roof Leak – Unit 102.** A leak coming from an area around the chimney. Notified Custom Quality on 10/31. **On November 10, the Board of Directors approved Custom Quality invoice for \$1,375** to replace flashing and shingles around chimney. Repairs done on 11/12. Roof replaced in 2012.
- **Roof leak in bathroom – unit 809.** The Roofing Guys contacted 10/17, repaired on 10/18. Nail popped on roof. Ceiling repaired on 11/15 & 16. Roof replaced in 2019.
- **Roof Leak – unit 908.** Custom Quality was notified on 10/27 and resealed areas. Roof replaced in 2017.
- **Roof Leak – unit 705 –** Additional leaks in kitchen, bedroom etc. Custom Quality notified who attempted contact with owner. Roof replaced in 2002.
- **Roof Leak – unit 504 –** recurring leak from September, near chimney. Custom Quality notified & repaired on 11/12. Roof replaced in 2019
- **Roof Leak – unit 502 –** near the fireplace. Custom Quality notified and repaired on 11/12. Roof replaced in 2019.
- **Roof Repairs – unit 907** The Roofing Guys completed interior repairs.
- **Custom Quality invoices were processed for the following work:**
 - ✓ **Unit 114 -- Resealed the chimney as needed. \$125 – roof replaced in 2013**
 - ✓ **Unit 908 – Resealed and caulked areas around chimney. \$125**
 - ✓ **Unit 601 – Flashing was pulled away; added mason nails reflash & resealed. \$125 – roof replaced in 2000**
 - ✓ **Unit 705 – Flashing was pulling away; added mason nails , reflash & resealed. \$125 – roof replaced in 2002**
- Jason Slade to address Board on 11/17 on reasons for many roof repairs on new and older roofs and answered questions.

Submitted by Roof Replacement, Repair and Funding Committee

(Claude P, Richard G, Pat C, Morris T)

11/17/2021

Pool Committee Report
November 17, 2021

The KM Pool opened on Memorial day 2021. Water had to be added 4 times a day during the season as there is still an on-going leak somewhere in the pool. The pool is being heated by a gas fired heater in the clubhouse. The price of water went up this year to \$2.93 vice previous years at \$2.635 per gallon and that is why the cost of water was so expensive. A crack, similar to the one on the other side – that has since been repaired developed late in the season. The pool was closed early upon detection of the crack on September 1. The pool was scheduled to be closed on September 15 or so depending upon the weather. Mr. Philip Wolfe, Director of Operations from Tarson Pools looked at the crack and said that he would fix the crack, pressure test all of the lines and paint the pool for approximately \$9,000.00. He is the only one in the area who can do this extensive a job. The pool cover had to be repaired as several of the straps which go to the tie downs had to be repaired. The water level which supports the pool cover had dropped and several of the tie down straps ripped and had to be repaired to the tune of \$800. The pool cover has been returned and is sitting in the basement of the clubhouse. It will not be put on this year to cover the pool for the winter. A new contract will have to be allocated for the 2022 season. Stiles took care of the pool this year and provided the chlorine and muriatic acid in a professional manner. The automatic chemical sensors were removed and are atop the file cabinets in the clubhouse in a small box.

Respectively Submitted,
Rick Bruner

Lot Line Adjustment Committee Report
November 17, 2021

"Ianuzi and Romans has informed Richard Greene, Chair of the Lot Line Adjustment Committee, that they are in the process of filing the final 4th Amended Survey Map with Onondaga County. This will be done after signatures from the Town of Manlius and City of Syracuse are affixed to the Map.

It has been recommended that the Lot Line Adjustment Committee be terminated after the filing the 4th Amended Map with Onondaga County, and a new committee, Legal Committee, be established so that the appropriate legal documents can be prepared for the adjusting the lot lines on Units 702 & 704. Joseph Greenman, a retired attorney from Bond Schoeneck & King, has agreed to chair the Legal Committee.

Over the years Herb Heim served as "in-house counsel" to the HOA offering advice on many legal matters, so it is recommended that the Legal Committee be a permanent committee so Joe Greenman can continue helping the HOA on future legal matters"

Richard J. Greene
Chair, Lot Line Adjustment Committee