

**Kimry Moor Homeowners Association**  
**Joint Members Meeting and Board Meeting Minutes**  
**June 26, 2024**  
**6:30 pm at the Clubhouse and via Zoom**  
**FINAL**

**1. CALL TO ORDER/ OPENING REMARKS:**

Excused: *Linda Crawford and Joe Greenman*

**President's Remarks**

- a. In-person protocol for the meeting, dual with Zoom. Participants must identify themselves online. Any audience members who speak without being recognized will be asked to leave the meeting.
- b. Quorum for Members portion of the meeting and Quorum for Board portion of the meeting.  
*-Quorum of 21 members are present for vote. However, we do not have 56 votes for Covenants. Motion to postpone the count until next month's meeting approved. 51 votes received.*
- c. Welcome Mike and Cheryl Martin-Schroeder to Unit #305.
- d. The Board approved a house sale at #904 on June 15, 2024.
- e. Shaun Blumin and Claude Pilon will place the small flags in the flagpole garden for the 4th of July weekend.

**2. PROXIES FOR AMENDMENTS TO COVENANTS.** Final call and close the vote.

**3. REVIEW and APPROVAL:**

Approval of the minutes of the May 22, 2024 Board meeting. *Votes 7-0, approved*

**4. RESIDENT COMMENTS:** By pre-scheduling. Limit 3 minutes each.

The Board would like to hear more from residents, so a Resident Comment section has been added to the beginning of each meeting's agenda. Speakers will be scheduled by prior request to the President, including topic.

**5. SECRETARY'S REPORT**

- a. Results of Vote to Amend Covenants- *Postponed to next month*
- b. **MOTION TO ADJOURN MEMBERS MEETING.** Approved.

**6. TREASURER'S REPORT**

- a. Written report comments. **Unit #110 not a member in good standing. Motion to suspend membership rights Approved 7-0**
- b. Motion to approve May 31, 2024 Financial Statements, Bank Reconciliations and Cash Disbursement Journal. **Votes 7-0 approved**
- c. Electronic Votes since last meeting: see written report
- d. New Savings accounts opened at M&T Bank, closed both at KeyBank.
- e. Invoices to approve:
- f. Homeowner #110 in arrears. Condo Lien put in place with Onondaga County. Use of facilities discontinued. Collection process underway; signed Confession of Judgement. Payments being made. Payments due on March 31, 2024 and April 30, and May 31, 2024 have not been received. Balance is \$550 as of June 12, 2024, Future commercial truck violation will incur a fine of \$5 per day upon observation by Richard Greene.

## 7. PROPERTY MANAGER'S REPORT – Jeanette Necastro

- a. Keith Jones did extensive walk-around on May 7. Letter #2 will be sent to specific Homeowners regarding their responsibility to address property issues.
- b. Sprinkler Repair- **repaired waiting on more details**
- c. Chimney Inspections – **Keith is currently working on this**
- d. Clubhouse Roof Replacement- **7/22/2024**
- e. Trash and Dumpster Schedule- **Syracuse Haulers can not change date, TJMG moved to Wednesday pick up starting 8/7/2024**

## 8. NOMINATION OF COMMITTEE MEMBERS

- a. Nominating Committee -- Linda Shapess (Electronic Vote)
- b. Utilities and Trash Management Committee – John Cooper (Spectrum)
- c. Pool Committee – Judy Granatstein (electronic vote -- alternate)  
**, motion, Approved Votes 7-0**

## 9. COMMITTEE REPORTS

- a. Roof and Chimney -- Jay Bayanker  
**Electronic Vote:** Chimney Inspections for units 100-500
- b. Trees & Garden -- Joanie Yanno  
**Electronic Votes:** Tree work at #803 and Clubhouse Garden
- c. Pool -- Richard Greene
- d. Maintenance -- Ed Dera
- e. Welcoming -- Linda Shapess
- f. Grounds -- Linda Crawford  
**Electronic Vote:** Swale Cleaning. Additional \$100 to finish prior approval, plus \$2,400 for phase 2. \$975 for drainage at 108/110 driveway.

- Sidewalk at Mott Road
- g. Utilities -- Heather Dera  
**Electronic Vote:** Sprinkler Repair up to \$500 (9-0)
  - h. Architectural Control -- Jane Yao  
**Electronic Vote:** 907 Sidewalk Repair (8-0-1)
  - i. Nominating Committee -- Barbara Dubnoff, ***sending out procedures about serving on board for 2025.***
  - j. ***Clubhouse Committee – Barb Arnold. Talked to Sposatos and received estimate of \$3,700 to replace worn clubhouse carpeting. Will continue discussion of options.***

## 10. OLD BUSINESS/Pending Items:

- a. **Document Filing.** Updated documents should be filed with Onondaga County.
- f. **Vehicle Parking.** The Board has been asked to clarify the parking limit in the Clubhouse parking lot. The Board is asking for vote that it is 7 “total” days, not “consecutive” days. Also clarified that personal pickup trucks and SUV’s may be parked in driveways overnight. Also clarified exceptions for construction vehicles and POD’s. Precise wording of By-Laws was drafted by By-Laws Committee. Legal review of Covenants done by BS&K. RV parking (one overnight in driveway). Vote of Homeowners pending June 26, 2024 meeting.
- g. **OCWA Billing.** Engineer from OCWA worked with Richard Greene to resolve the water leak at either the pool or irrigation system. Water shut off for the winter. Will resolve in the Spring of 2024. Results of OCWA research given to Keith Jones to coordinate assessment of the project. Leak does not appear to be related to the sprinkler.
- h. **By-Laws:** Pending distribution. Organization of Board Work and Committee assignments to even out workload. Sent to Board on January 31. After June 26 Covenants vote, By-Laws will be brought into agreement with the Covenants.
- i. **Guidelines for Volunteers** (Code of Conduct) for Board Members, Committee Chairs and Committee Members. Continue discussion. After some additional edits, document was adopted 5-2.
- j. **Electronic vote procedures.** ***Positive discussion, send electronically if it is a time urgency, otherwise wait till the next meeting.***

## 11. NEW BUSINESS

- a. TJMG Contract Expiration October 31, 2024, ***end at year 5, contract committee getting bids, big expense, Richard suggested to interview/see office and operations (ask for a reference)***
- b. Possible Explore FIOS Availability? ***Spyglass has it, going to ask utilities committee to look into it.***

**12. NEXT BOARD MEETINGS:**

--July 24,2024	6:30 pm Monthly Board Meeting
--August 28, 2024	6:30 pm Monthly Board Meeting

**13. MOTION TO ADJOURN BOARD MEETING**

***7:45pm, 7-0***

## **Treasurer's Report – June 2024**

I am attaching this month's financial statements which I will ask for board approval on at our next meeting.

We had a number of electronic votes this last month

1. Chimney Inspections for \$650 passed 9-0 on May 28th.
2. Purchase of Adirondack Chairs for \$1423.44 passed 9-0 on June 4
3. Swale Clean out for \$3500 passed 9-0 on June 4
4. Driveway repair at unit 803 for \$1500.00 passed 9-0 on June 6

We received 2 of the new homeowner HOA fees. We received unit 805 in May and 305 in June. The financials will reflect the 305 payment next month in the June financials.

We did not receive any payments for unit #110. The payment due July 1 will reflect the 3rd quarter of \$1000 plus the arrears of 550.35.

The Key Bank Accounts were closed on June 10th and new accounts were opened up at M&T. The General Reserve account and Roof Reserve account will now be at M&T along with the general account. This should make it easier for TJMG when transferring money or making payments.

Thank you everyone for remembering to put your budget codes on the bills. It has been a big help!

Laurie Kushner

## HOA Packet - Budget Comparison

**Properties:** Kimry Moor Homeowners Association, LTD - Kimry Moor Fayetteville, NY 13066

**As of:** May 2024

**Additional Account Types:** None

**Accounting Basis:** Accrual

**GL Account Map:** Kimry Moor GL Map

**Level of Detail:** Detail View

Account Name	MTD Actual	MTD Budget	MTD \$ Var.	YTD Actual	YTD Budget	YTD \$ Var.	Annual Budget
<b>Income</b>							
Common Fees	0.00	0.00	0.00	165,900.00	165,900.00	0.00	333,900.00
New Homeowner Fee	0.00	0.00	0.00	2,000.00	3,000.00	-1,000.00	6,000.00
Late Fee Income	0.00	41.67	-41.67	175.00	208.35	-33.35	500.00
NSF Fee Income	0.00	0.00	0.00	35.00	0.00	35.00	0.00
Finance Charge	11.35	0.00	11.35	11.35	0.00	11.35	0.00
Miscellaneous Income	0.00	8.33	-8.33	0.00	41.69	-41.69	100.00
<b>Total Operating Income</b>	<b>11.35</b>	<b>50.00</b>	<b>-38.65</b>	<b>168,121.35</b>	<b>169,150.04</b>	<b>-1,028.69</b>	<b>340,500.00</b>
<b>Expense</b>							
Insurance	4,383.00	4,579.92	196.92	33,107.49	22,899.60	-10,207.89	54,959.00
Grounds Maintenance Non-Contract	218.70	333.33	114.63	315.90	1,666.69	1,350.79	4,000.00
Taxes: Property, Income	0.00	41.67	41.67	628.16	208.35	-419.81	500.00
Legal & Accounting	0.00	250.00	250.00	615.00	1,250.00	635.00	3,000.00
Maintenance & Repair	310.47	1,500.00	1,189.53	1,697.97	7,500.00	5,802.03	18,000.00
M&R: Mailboxes	1,191.50	0.00	-1,191.50	1,191.50	0.00	-1,191.50	0.00
M&R: Roofs	0.00	250.00	250.00	0.00	1,250.00	1,250.00	3,000.00
M&R: Chimneys	0.00	583.33	583.33	0.00	2,916.69	2,916.69	7,000.00
M&R: Lights	0.00	0.00	0.00	259.83	0.00	-259.83	0.00
M&R: Clubhouse	0.00	83.33	83.33	25.00	416.69	391.69	1,000.00
Property Management	1,277.08	1,285.50	8.42	6,385.40	6,427.50	42.10	15,426.00
Utilities: Power/Phone/Water	311.25	1,006.67	695.42	2,027.90	5,033.35	3,005.45	12,080.00
Trash Removal	1,897.20	1,623.17	-274.03	7,582.58	8,115.85	533.27	19,478.00
Snow Removal	2,214.28	2,230.92	16.64	11,071.40	11,154.60	83.20	26,771.00
Grounds Maintenance Contract	5,003.57	5,040.83	37.26	24,717.85	25,204.19	486.34	60,490.00
Tree Service	756.00	1,833.33	1,077.33	756.00	9,166.69	8,410.69	22,000.00
Planting & Flowers	150.00	66.67	-83.33	150.00	333.35	183.35	800.00
Pool Maintenance	1,509.04	737.83	-771.21	1,788.04	3,689.19	1,901.15	8,854.00

## HOA Packet - Budget Comparison

Account Name	MTD Actual	MTD Budget	MTD \$ Var.	YTD Actual	YTD Budget	YTD \$ Var.	Annual Budget
Pool Repairs	0.00	419.75	419.75	0.00	2,098.75	2,098.75	5,037.00
Pond & Stream Maintenance	97.20	916.67	819.47	475.19	4,583.35	4,108.16	11,000.00
Clubhouse Expenses	0.00	83.33	83.33	313.94	416.69	102.75	1,000.00
Miscellaneous Expense	23.80	125.42	101.62	353.87	627.10	273.23	1,505.00
<b>Total Operating Expense</b>	<b>19,343.09</b>	<b>22,991.67</b>	<b>3,648.58</b>	<b>93,463.02</b>	<b>114,958.63</b>	<b>21,495.61</b>	<b>275,900.00</b>
Total Operating Income	11.35	50.00	-38.65	168,121.35	169,150.04	-1,028.69	340,500.00
Total Operating Expense	19,343.09	22,991.67	3,648.58	93,463.02	114,958.63	21,495.61	275,900.00
<b>NOI - Net Operating Income</b>	<b>-19,331.74</b>	<b>-22,941.67</b>	<b>3,609.93</b>	<b>74,658.33</b>	<b>54,191.41</b>	<b>20,466.92</b>	<b>64,600.00</b>
<b>Other Expense</b>							
Roof Replacement Reserve	0.00	0.00	0.00	10,057.30	29,900.00	19,842.70	59,800.00
General Reserve	0.00	0.00	0.00	3,200.00	2,400.00	-800.00	4,800.00
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,257.30</b>	<b>32,300.00</b>	<b>19,042.70</b>	<b>64,600.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-13,257.30</b>	<b>-32,300.00</b>	<b>19,042.70</b>	<b>-64,600.00</b>
Total Income	11.35	50.00	-38.65	168,121.35	169,150.04	-1,028.69	340,500.00
Total Expense	19,343.09	22,991.67	3,648.58	106,720.32	147,258.63	40,538.31	340,500.00
<b>Net Income</b>	<b>-19,331.74</b>	<b>-22,941.67</b>	<b>3,609.93</b>	<b>61,401.03</b>	<b>21,891.41</b>	<b>39,509.62</b>	<b>0.00</b>

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD  
BALANCE SHEET

**AS OF MAY 31, 2024**

		CD	Maturity	DECEMBER	MAY			
		Rate	Date	Balance	Balance	Variance to Prior Year		
				<u>2023</u>	<u>2024</u>	<u>Increase/(Decrease)</u>	<u>COMMENTS</u>	
<b>ASSETS</b>								
<b>General Operations</b>								
	Cash - M&T Bank			\$ 44,329	\$ 45,642	\$ 1,313	Bank Stmt & Recon posted on the Portal	
	Petty Cash - Clubhouse			300	300	-		
	Emergency Reserve - Key Bank Savings			23,804	32,418	8,614	TJMF prepaid July 1 transfer \$1,600	
	Total Cash for General Operations			\$ 68,433	\$ 78,360	\$ 9,927		
<b>Roof Replacement Reserve Funds</b>								
	Cash - Key Bank Checking			\$ 1,089	\$ 10,890	\$ 9,801	Bank Stmt & Recon posted on the Portal	
	Prepaid Taxes - CPA			-	-			
	Accounts Receivable - Common Fees			2,000	1,661	(339)	Unit #110 - Lien Filed. Judgement in place.	
	Accounts Receivable - Billings						Bal a/o June 13 is \$550.	
	Accounts Receivable - New Homeowners			-	-	-	Unit #305 changing ownership in June	
<b>TOTAL ASSETS</b>				<b>\$ 71,522</b>	<b>\$ 90,911</b>	<b>\$ 19,389</b>		
<b>CURRENT LIABILITIES</b>								
<b>General Operations</b>								
	Accounts Payable			\$ 1,182	\$ 4,730	\$ 3,548		
	Loans Payable to Residents			\$ 19,000	-	(19,000)	Roof Replacment Loans Paid in Full	
	Accrued Expenses			\$ 843		(843)		
	Prepaid Fees			48,710	10,125	(38,585)		
	Total			\$ 69,735	\$ 14,855	\$ (54,880)		
<b>EQUITY</b>								
	Roof Replacement Reserve Funds			\$ 1,089	10,890	\$ 9,801		
	Emergency Reserve			23,803	32,418	8,615		
	Retained Earnings			(28,518)	(10,410)	18,108		
	Adjustments to Retained Earnings			5,413		(5,413)		
	P&L Year-To-Date				43,158	43,158		
	Total			\$ 1,787	\$ 76,056	\$ 74,269		
<b>TOTL LIABILITIES &amp; EQUITY</b>				<b>\$ 71,522</b>	<b>\$ 90,911</b>	<b>\$ 19,389</b>		
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, 2024

	ACTUALS FOR May		TOTAL YEAR		COMMENTS
	Month	Year to Date	FORECAST	BUDGET	
	<b>GENERAL OPERATIONS</b>				
<b>REVENUES</b>					
Common Fees	\$ -	\$ 165,900		\$ 333,900	
New Homeowner Fees		2,000		6,000	
Late Charge Income		175		500	
Interest Income - Regular Operations		11			
Other Income		35		100	
<b>Total Income</b>	<b>\$ -</b>	<b>\$ 168,121</b>	<b>\$ -</b>	<b>\$ 340,500</b>	
<b>CONTRACT SERVICES</b>					
Grounds Maintenance -- Lawn		24,718		\$ 60,490	
Insurance		33,107		54,959	
Property Management Fees		6,385		15,426	
Snow Removal		11,071		26,771	
Trash Removal - TJMG & WMgmt/Syr Haul		7,582	-	19,478	Changed from Waste Mgmt to Syr Haulers May 1.
<b>Total Contract Services</b>	<b>\$ -</b>	<b>\$ 82,863</b>	<b>\$ -</b>	<b>\$ 177,124</b>	
<b>CHIMNEY &amp; ROOF MAINTENANCE</b>					
Roof Repairs & Maintenance		\$ -		\$ 3,000	
Chimney Repairs		\$ -	\$ -	7,000	
<b>Total Roof &amp; Chimney Maint.</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	
Lights Purchased, Repairs & Maint.		\$ 260			
Painting & Siding					
Repair/Replace Steps/Sidewalks to Pavers					
Mailbox/paper box replacement		1,191			
Clubhouse Repairs and Maint		25			
Maint./Repairs - TJMG Properties		1,697			
Structure & Misc. Maint./Repairs			\$ -	-	
<b>Total Gen. Maint. &amp; Repairs</b>	<b>\$ -</b>	<b>\$ 3,173</b>	<b>\$ -</b>	<b>\$ 18,000</b>	

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

MAY 31, 2024

	ACTUALS FOR May		TOTAL YEAR		COMMENTS
			FORECAST	BUDGET	
<b>GENERAL OPERATIONS - Continued</b>					
<b>CLUBHOUSE/RECREATIONAL EXPENSES</b>					
Social & Clubhouse Expenses		\$ 314	-	\$ 1,000	
Clubhouse Improvements	-		-	1,000	
Pool Repairs		-	-	5,037	
Pool Maintenance		1,788	-	8,854	
Water - Pool			-		
Water - Clubhouse, Pool, Irrigation		100		5,000	
Electricity		1,226		5,000	
Other Utilities - Phone, Internet	-	702		1,000	
Total Clubhouse/Recreational Exp.	\$ -	\$ 4,130	\$ -	\$ 26,891	
<b>GROUNDS EXPENSES</b>					
Tree Service & Garden Maint.		\$ 756	\$ -	\$ 22,000	
Planting & Flowers	-	150	-	800	
Grounds Maint. - HOA		316	-	4,000	
Ponds & Stream Maintenance		475	-	11,000	
Energy Cost for street lighting	-	-	-	1,080	
Total Grounds Expenses	\$ -	\$ 1,697	\$ -	\$ 38,880	
<b>OTHER EXPENSES</b>					
Legal & Accounting		\$ 615	\$ -	\$ 3,000	
Taxes, etc.		628	-	500	
Miscellaneous		357	\$ -	1,505	
Total Other Expenses	\$ -	\$ 1,600	\$ -	\$ 5,005	
<b>TOTAL OTHER EXPENSES</b>	\$ -	\$ 93,463	\$ -	\$ 275,900	Total of 13 checks written during May
<b>REGULAR OPERATING PROFIT &amp; LOSS</b>	\$ -	\$ 74,658	\$ -	\$ 64,600	
Funds Transferred from Common Fees to Roof Reserve		(29,900)	-	(59,800)	
Funds transferred from Common Fees to General Reserve		(1,600)	-	(4,800)	Start April 1.
Interest Income - Reserves	\$ -	-	-		
<b>Total Funds Transferred</b>	\$ -	\$ (31,500)	\$ -	\$ (64,600)	
<b>NET OPERATIONAL PROFIT &amp; LOSS</b>	\$ -	\$ 43,158	\$ -	\$ -	Monthly/YTD Excess Income over (under) Expenses

KIMRY MOOR HOMEOWNERS ASSOCIATION, LTD

PROFIT & LOSS STATEMENT

MAY 31, 2024

		ACTUALS FOR May		TOTAL YEAR		COMMENTS
				FORECAST	BUDGET	
<b>ROOF REPLACEMENT FUND (CAPITAL ACCOUNT)</b>						
<b>ROOF REPLACEMENT CAPITAL FUNDS BALANCE (as of 1/1/2024)</b>			\$ 1,089		\$ 1,136	
	Funds Transferred to Roof Replacement Reserve		29,900		\$ 59,800	
	Additional Funds Transferred from Retained Earnings			\$ -		
	Other Replacement Income -- Loans, Net of Repayments		(20,099)		\$ (20,000)	3 loan repayments, includes interest.
	Expenditures		-	\$ -	\$ (8,000)	Budget:Possibly replace Clubhouse in 2024.
<b>NET ROOF REPLACEMENT GAIN OR (LOSS) TO THE FUND</b>		\$ -	\$ 9,801	\$ -	\$ 31,800	
<b>ROOF REPLACEMENT CAPITAL FUNDS BALANCE</b>						
			\$ 10,890	\$ -	\$ 32,936	
<b>KEY BANK CASH BALANCE</b>						
			\$ 10,891		\$ 32,936	
<b>GENERAL RESERVE FUND (CAPITAL ACCOUNT)</b>						
<b>GENERAL RESERVE CAPITAL FUNDS</b>		\$ -	\$ 23,803	\$ -	\$ 23,803	
	Funds Transferred to General Reserve		3,200		\$ 4,800	Prepaid July 1 transfer
	Additional Funds Transferred		5,413	\$ -	\$ 5,413	2022 excess. \$13,000 for ponds and swales. \$9,751 is general
	Other Income		1			2023 excess. \$5,413 for ponds and swales. (Total P&S \$18,413)
	Expenditures			\$ -	\$ -	
<b>NET GENERAL RESERVE GAIN OR (LOSS) TO THE FUND</b>		\$ -	\$ 8,614	\$ -	\$ 10,213	
<b>GENERAL RESERVE CAPITAL FUNDS BALANCE</b>						
		\$ -	\$ 32,417	\$ -	\$ 34,016	
<b>KEY BANK CASH BALANCE</b>						
		\$ -	\$ 32,417			

# Balance Sheet

**Properties:** Kimry Moor Homeowners Association, LTD - Kimry Moor Fayetteville, NY 13066

**As of:** 05/31/2024

**Accounting Basis:** Accrual

**GL Account Map:** Kimry Moor GL Map

**Level of Detail:** Detail View

**Include Zero Balance GL Accounts:** No

Account Name	Balance
<b>ASSETS</b>	
<b>Cash</b>	
M&T Bank Checking Account x0201	45,641.40
Key Bank Checking Account x2531 (Roof)	10,890.46
Key Bank Savings Account x8386 (General)	32,418.02
Petty Cash - Clubhouse	300.00
<b>Total Cash</b>	<b>89,249.88</b>
Accounts Receivable	1,661.35
<b>TOTAL ASSETS</b>	<b>90,911.23</b>
<b>LIABILITIES &amp; CAPITAL</b>	
<b>Liabilities</b>	
Prepaid Fees	10,125.27
Accounts Payable	4,728.87
<b>Total Liabilities</b>	<b>14,854.14</b>
<b>Capital</b>	
General Reserve Fund	32,418.02
Roof Replacement Fund	10,890.46
Retained Earnings	-28,652.42
Calculated Retained Earnings	61,401.03
<b>Total Capital</b>	<b>76,057.09</b>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<b>90,911.23</b>

# KIMRY MOOR HOMEOWNERS ASSOCIATION

## POOL COMMITTEE REPORT

JUNE 26, 2024

A letter with the Pool Rules was electronically sent and hand delivered to all Residents. The letter and Pool Rules included the wording “**ALL GUESTS OF ALL AGES MUST BE ACCOMPANIED BY A RESIDENT.**” that was approved at the May 22nd Meeting of the Board of Directors.

On June 10th, Stiles Pools replaced the Rola-Chem ORP (chlorine) Pump with a new Rola-Chem ORP (chlorine) Digital Pump. The cost for this new Pump was approved in the 2024 Budget (\$850). The actual cost for the new Rola-Chem ORP (chlorine) Digital Pump is expected to be \$500 plus tax. I will ask for approval when we receive the invoice.

We had two unexpected events at the pool this past month including two leaks in the piping on June 7th and 14th. The leaks were caused when the metal straps securing the two different flow meters broke. The metal strappings were replaced for these two flow meters as well as for a third flow meter.

The Board of Directors approved an electronic motions (9-0) having Amrex Chemical Company being the supplier of pool chemicals. The first delivery by Amrex is not expected until the current pool chemicals are used. The Board also approved by electronic motion (9-0) appointing Judy Granastein as an alternate Member of the Pool Committee.

We have requested Onondaga County Water Authority to provide daily readings from May 15th to June 15th.

Barbara Dubnoff is making arrangements with the Fayetteville Fire Department to provide Awareness Training to all Members of the Pool Committee. When a date and time is agreed upon, an electronic notice is to be sent to all Homeowners/Residents inviting them to attend this Awareness Training.

Additional pool keys were made, and will be distributed as requested.

Respectively submitted,

Richard J. Greene, Chair  
Kimry Moor Pool Committee

## Maintenance Committee Report June 2024

**1. Power washing continues**

Units 104, 106, 108, 509, 603, 605, 607, 805, 807, 809, 811 are next on the list. They will be done in no particular order to maximize time and location when Greg Cohen is on property.

**2. Painting and protection of mailboxes continues, the 100 & 200 blocks are now done. We will continue throughout the year until completed.**

**3. Walkways 519, 203, 711, 905 are completed. 908 has a cracked stone step cracked, we are trying to locate one large enough to replace.**

**4. Unit 803 driveway project was approved by an electronic vote. The contractor, Driveway Sealing requires a 50% deposit in order to schedule the work. Balance is due the day work is completed at the job site. Contract was forwarded to Pat Curtain for signatures. Joanie Yanno and I will coordinate the severing of the root with Bartlett Tree service as needed.**

**5. Unit 501 has not yet cleaned gutters as requested. TJMG will send another letter to advise homeowner if not done within 10 days TJMG will do the work and bill their account.**

**6. Units 519 & 801 have garage door framing issues. Greg Cohen will inspect and make necessary repairs as his schedule permits.**

Respectfully submitted

Ed Dera, Joe Greenman

Co-Chairs Maintenance Committee

## **Grounds/Swale Committee Report – June 2024**

1. Swale and Creek were cleaned by Southwick Landscaping. They did a great job, along with cleaning up the Swale, they hand dug a deeper trench by the 100 block. Total Cost was \$3600.00. The board approved \$3500.00 for this cleanup (the one hundred block was not included in the estimate, but they did that anyway) The crew stayed an additional hour to finish the cleanup adding a \$100.00 to the cost of the project. Since the overage was under 250 dollars. I approved the payment of the additional \$100.00. There is still one more section of the creek behind the 300 and 400 block that needs attention, and I think a final sweep through from Josh and his crew to clean up any lingering debris is necessary in the Swale. Josh thinks 6 hrs in July is what it would take to do this work, so I am asking the board to authorize another 2400 dollars to finish the weed clean up. My committee and I feel the areas that have already been cleaned and cleared look great, the water is moving faster, and the pond is filling up nicely. We have a great positive response from the neighborhood! (Please note, that when the Swale was reconfigured, 4k dollars was originally allocated for the Swale maintenance, and that money was moved elsewhere to cover other expenses. Since there has been no money spent to clean up the Swale since its inception, I think the money we are spending with Southwick Landscaping seems on target)

2. The two benches from Adirondack furniture were ordered. They should be delivered by the end of July.

3. The second dose of Muck control was added to the pond, so far so good.

4. We are awaiting an estimate from Salt City for the seeding. Hopefully we will have that sometime in July and can get that scheduled for later this summer.

5. TJMG has evaluated the clog drainage area in front of 102-108 and have given us a price of \$975.00 to unclog that area. It is very labor intensive. I am asking the board to approve this expenditure.

## **Utilities Committee Report – June 2024**

Sprinkler System update:

Keith from TJMG is looking at a day the week of 6/24 to start testing the sprinkler system. He prefers to proceed when Greg Cohen is present on the property to assist with any arising questions. He will inform me of the specific day and time.

Trash Removal:

Richard Green has notified us that the dumpsters' garbage and recyclables are collected on Fridays and Saturdays, whereas TJMG collects them on Mondays. As a result, the garbage in the dumpsters undergoes "composting" from Monday to Friday, emitting a terrible odor. Following my discussion with Richard on Friday, 6/21, it appears that TJMG would prefer garbage and recyclable collection to occur from Monday to Thursday. We are awaiting confirmation from Keith on this matter and will provide an update accordingly. Should this be confirmed, I would suggest shifting TJMG's trash collection day from Monday to Thursday.

Thank you and please let me know if you have any questions or changes in my format for upcoming meetings.

Respectfully Submitted,

Heather Dera



**KIMRY MOOR HOA  
GUIDELINES FOR VOLUNTEERS**

The purpose of these Guidelines is to establish principles for the ethical behavior, responsibilities and duties of Board Members, Chairpersons and Committee Members of the Kimry Moor HOA. The Board of Directors is responsible to appoint officers and committee members, and the volunteer leaders of the HOA have the fiduciary responsibility to set a standard of behavior that is appropriate to the best interest of the entire community.

**A. All Board Members, Committee Chairpersons and Committee Members of the Kimry Moor HOA shall:**

1. treat all residents fairly without regard to race, color, religion, sex, age, national origin, disability or sexual orientation.
2. comply with all Covenants and By-Laws of the HOA.
3. treat each other and all residents with respect, courtesy and professionalism at all times, fostering a constructive and positive community environment.
4. act in the best interest of the community and place the welfare of the association above personal interest or gain.
5. conduct themselves in a professional manner at Board and Committee meetings. Differences of opinion should be expressed in a clear and business-like manner. Personal attacks against owners, residents, officers or Directors and managers are prohibited and are not consistent with the best interests of the community.
6. follow Proper Parliamentary procedures along with meeting protocols established by the Board.
7. maintain confidentiality of sensitive information and not disclose such information without proper authorization. This should include maintaining a separate (non-shared) email address.
8. disclose any potential conflicts of interest and refrain from participating in any decision-making process where conflicts exist.
9. exercise prudent supervision of association resources including financial assets and property amenities to ensure their improvement for the benefit of all residents, and enhance the safety of and property value of residents.

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B. Violation of these Guidelines may result in admonition and/or removal from position of the Board, Committee Chairmanship or membership.

C. These Guidelines shall be adopted by the Board of Directors and reviewed periodically to ensure its effectiveness. The Secretary will distribute these guidelines to all residents annually.

Adopted June 26, 2024