

**FOREST EDGE CLUSTER ASSOCIATION
EXECUTIVE MEETING
THURSDAY, OCTOBER 19, 2023
GREENWOOD CLUB HOUSE
EAST AMHERST, NEW YORK**

Board members in attendance: Andre Lam, Julie Torres, Mary Ellen Sanfilippo and Patty Vitanza. Anthony Esposito was absent. Cindy Morris, Property Manager was also present.

Review and approval of May 9, 2023 minutes was done. Julie made the motion and Andre seconds. All in favor.

MANAGER'S REPORT:

1. Financial statements for the period ending September 30, 2023 were reviewed. Balance is \$953, 270. Mary Ellen motioned to accept the financial statement and Andre seconds. All in favor.
2. Updated report was given for accounts receivables.
3. Bank on Buffalo Savings & CD will be combined into one CD earning a higher interest rate between 4 ¾- 5%. Julie motioned to combine into one CD and Patty Vitanza seconds. All in favor.
4. Budget for next fiscal year: The association was very close to budget. There was a slight increase in the water bill (over \$5K) due to unexpected water main breaks and some additional unexpected necessary tree removal. Despite these unexpected costs, the association remained within budget. The assessment fee will remain the same for 2024.
5. Acceptance of financial report: Andre motions to accept the report and Mary Ellen seconds. All in favor.

ARCHITECTURAL:

1. In 2024, the siding of units 401-405 will be painted. In 2025, the siding of units 611-615 will be painted. Patty made a motion and Andre accepted. All in favor.

ADMINISTRATIVE & LEGAL:

1. Parking violations were discussed. Decision was made to revise parking violation letter to provide clear information to residents. Additionally, the board decided to combine the separate parking violation and rule violation notification letters into one letter which will be used to inform residents of all violations (parking, rules, etc.).
2. Use of emotional support animals by residents was discussed.
3. Display of flags, signs and garden signs was discussed. The following decision was made: Seasonal or sports signs/flags may be displayed during the active season. The signs should not be used for solicitation and should not promote a point of view or advocate for anything and should not advertise. No signs or flags will be displayed in common areas and must be contained to unit landscaping area. Flags will not exceed 30x50 inches. Signs will not exceed 18x24 inches. Julie made a motion and Andre seconds. All in favor.

4. Discussed e-mail from Patty Vitanza dated September 13, 2023 with several outstanding walk around issues that were not resolved. Board discussed importance of a spring follow-up meeting after the initial walk around is done.

MAINTENANCE:

1. Tree trimming is scheduled for November 2023.
2. Roadway repairs will be done in front of 101-206 because the road is in bad shape. May need to be milled. Cindy will get quotes for the milling work. Julie made a motion for both maintenance issues and Andre seconds. All in favor.
3. Cindy will get quotes for gutter guards to help keep leaves out of the gutters.

NEW BUSINESS:

1. Board discussed use of proxy voting envelopes to provide confidentiality for annual meeting votes. Envelopes may be placed at the mailboxes.
2. The board decided that it's time to review and revise the rules and regulations. Julie will be part of the rules and regulations updating committee. Two residents will be asked to participate on the rules and regulations committee.

Since there was no further business, Andre Lam made a motion to adjourn the meeting at approx. 8:50pm. Seconded by Julie Torres. Motion carried.