

COUNTRY LAKES HOME OWNERS ASSOCIATION

MEETING OF THE BOARD OF TRUSTEES

DATE: APRIL 25, 2022

MEETING of the April 25, 2022 Country Lakes HOA Board was called to order at 6:30 PM (Thursday at 4004 Hedgewood Drive.

BOARD MEMBERS:

Shawn Smith – In Person  
Bob Beres – In Person  
Dottie Fox – In Person  
Bill Hanigan – In Person  
Vince D’Angelo– In Person

OTHER REQUESTED ATTENDEES:

Anthony Embrogno – In Person  
Bruce Buller – In Person

ACTION TAKEN BY THE BOARD WITHOUT A MEETING SINCE ITS MARCH 31ST BOARD MEETING.

There were no formal actions taken by the Board since its March 31st Regular Meeting

MINUTES FROM MARCH 31ST BOARD MEETINGS:

Motion to Approve the March 31st Minutes:  
Motion to Approve Shawn Smith  
Seconded: Dottie Fox  
Vote: All voted in favor of the motion..

TREASURER’S REPORT

Dottie Fox, Treasurer announced that the Country Lakes Funds which had been deposited in Huntington Bank had been transferred as suggested by her and previously approved by the Board to Westfield Bank. All actions had been completed by April 25<sup>th</sup>. She further stated that there were no further transactions pending at Huntington. Anthony Embrogno stated that the ACH process was now in place and operating at Westfield. Dottie further mentioned that in addition to other amenities and lower fees, Westfield was offering a 0.4% rate of interest, compared to Huntington’s 0.2%.

The Board was issued two debit cards, which are in the possession of the Board President and Treasurer.

It was reported that Anthony had completed the 2021 Year End Tax form which was mailed on April 12<sup>th</sup>. He reported that Country Lakes would be receiving a \$1,648.62 refund. The Board expressed its appreciation of the cost savings achieved by Anthony’s engagement on the tax filing.

Dottie Fox presented an update to the normal monthly reports as of the close of March. It was noted from the Treasurer's Report of March that our funds were still posted at Huntington Bank. In the ensuing weeks the transfer to Westfield was completed.

The Budget to Actual for March reflected spending below the average monthly expenses. It was again pointed out that the Budget is based on an annual budgeted dollar amount and then divided by twelve (months). The budgeted average also fails to take into account the major expenses incurred during the period of May through September. Discussion embraced that reality as well as other expense issues including future inflationary pressures on expenses.

Motion: Move to close our Country Lakes Huntington Bank Checking & Reserve Accounts and move them to Westfield Bank.

Motion By: Vince D'Angelo

Seconded By: Bill Hanigan

Vote: All Board Members voted in the affirmative

Bob Beres requested the floor to discuss the Board's need for a Compilation Report. Although Kaman & Cusimano, legal advisor to the HOA, informed Bob that such a report is not required, but would recommend it. Bob felt that the Compilation Report would provide the Homeowners a degree of assurance that the finances are a true reflection of the status of our finances. He recommended that the need should be balanced to the cost and therefore suggested that such a report be done once every three years. Discussion ensued.

Motion: The Board and its Treasurer shall conduct a Compilation Report every three years, and shall commence such activity at the close of the financials of 2022.

Motion By: Bob Beres

Seconded By: Vince D'Angelo

Vote: All Board Members voted in the affirmative

Motion to Approve the Treasurer's Report

Motion By: Vince D'Angelo

Seconded By: Bill Hanigan

Vote: All Board members voted in the affirmative

## DESIGN REVIEW REPORT

Vince D'Angelo informed the Board that he had received five Design Review Applications for the month of April. They included:

- 3934 Hedgewood: Security device
- 3978 Hedgewood: Changes to elevate drainage issues
- 4047 Watercourse: Front landscaping
- 3945 Hedgewood: Rear Window Replacement
- 4115 Watercourse: Roof Replacement

After review of each application, all were approved.

## PROPERTY MANAGER'S REPORT

Bruce Buller, Property Manager presented some of the communications that he has had with homeowners. These include:

- Moscarino repairing a cut lamp line which was cut during edging operations
- An issue between a homeowner and Medina Fiber over a possible cut lamp post wire
- A resident request for a delay on the repair of their lamp post due to their absence
- Informing resident that the mole/vole issue is the homeowner responsibility

Bruce also stated that weather permitting Moscarino would be cutting the lawns later this week. He is also working with Moscarino on a couple of open issues dealing with repairs.

Other issues included the removal of mulch from a list of homes and replacing the shrub of one homeowner and three shrubs belonging to the HOA.

He informed the Board that he was able to borrow a piece of equipment from the Township to assist in putting in the poles for the speed signs. Their installation will be imminent in that the poles were delivered. Shawn stated that he has spoken with several residents and found them in agreement for their installation and protection of pedestrians, especially those who walk their dogs and those in need of assistance .

Bob Beres had received the depth studies from Bruce on the two ponds. The purpose of reviewing the studies was a determination of the effectiveness of the one pond treatment that had been implemented. If the other pond is now provided the same treatment and the future need to dredging pond sediment is pushed far into the future, there may be positive impact of the amount of funds needed in the reserve fund. At this point it is an action that will be followed and results reviewed before any other action is taken.

Bruce ended with an outline of some of the duties/responsibilities that he oversees.

## OLD BUSINESS

## NEW BUSINESS

Shawn had received correspondence from two residents. The first involving sharing the cost of removing raccoons. Shawn advised the resident that the resident is responsible for its removal. The other involved his letter to a resident whose lamp post had not been illuminating for a number of months. The resident took offense to the letter in that he believed adequate prior notification in a less formal manner would be appreciated. The letter stands. In future cases Bill Hanigan will be provided such information by Bruce Buller and initial notification will be provided to residents prior to an actual letter being constructed.

NEXT MEETING: May 23rd (Monday) at 6:30 at 3953 Hedgewood Drive.

ADJOURNMENT at 7:49 PM:

*(Minutes were prepared by William Hanigan, Secretary on May 4, 2022))*