

CHARLESGATE VILLAGE ASSOCIATION, INC.
BOARD OF DIRECTOR'S MEETING
Held Wednesday, March 20, 2024

--MINUTES--

A. PRESENT:

Board Members: Sue Dewey, Joe Morgante, Mark Bartholomew, Jessica Murphy, Bob Rose, Deby Fox-Hahn and Nick Pordan
Management Representative: Cindy Morris & Brandon Pawlik

B. ROLL CALL and/or DESIGNATION OF QUORUM: Quorum Present – no roll call necessary meeting started at 5:12 PM

D. SET THE AGENDA: Jessica Murphy made a motion to set the agenda as amended, Joe Morgante seconded the motion; all were in favor.

E. REVIEW THE MINUTES: Mark Bartholomew made a motion to approve the minutes from January 10, 2024, Jessica Murphy seconded; all were in favor.

F. FINANCIAL REPORT:

- The February 2024 financial reports were reviewed. There was \$23,392.30 in the Operating account and \$1,200,577.27 in the Reserve account for a total of \$1,223,969.57
- Cindy discussed the delinquencies.
- Joe discussed what happened at the last financial committee meeting.
- Bob made a motion to move 68,465 out of the M&T Savings account and deposit into the Money Market savings account with Mass Mutual.
- The board discussed the budget for 2024/2025. The budget leaves the monthly HOA at \$295.00/month. Joe Morgante made a motion to accept the budget as presented. Mark Bartholomew seconded the motion, all were in favor and the motion passed.

Deby FoHahn made a motion to accept the financial report, Mark Bartholomew seconded; all were in favor and the motion passed.

G. ADMINISTRATIVE & LEGAL:

- Architectural - None

- The board discussed the water main break behind unit 1051. Patio replacement will be discussed with the homeowner, along with replacement of her bordering flowerbed.
- Unit 1251 took Charlesgate Village Association to small claims court for sewage backing up in their basement. Both parties mediated the claim and Charlesgate settled by paying the owner \$1,000.00 for unit cleanup.
- Deby Fox-Hahn asked for an updated directory of board members. Cindy will provide updated directory.

H. MAINTENANCE:

- The management company will get 3 bids to seal coat all the walkways, roadways and parking spaces on the property to be completed late summer of 2024.
- The management company will get 3 competitive bids for the landscaping/snow contract that expires October 31, 2024.
- Sue will get a bid from Seitz paving to replace the remainder of the bike path now that National Fuel has completed replacements in that area.

I. OLD/NEW BUSINESS:

The next board meeting will be April 10, 2024, at 6:00 at the Greenwood Club House.

Nick Pordan made a motion to adjourn the meeting at 6:50 pm, seconded by Deby Fox-Hahn; all were in favor and the motion passed.

Respectfully Submitted,
Cindy Morris
Association Manager, Charlesgate Village Association