

THE VILLAGE GREEN OWNERS ASSOCIATION
Board of Directors Special Open Meeting Minutes
Tuesday, November 1, 2016.

DIRECTORS PRESENT: Jerri Allyn (JA), President; Joseph Khoury (JK), Vice President; Steve Haggerty (SH), Treasurer; Claire Joyce (CJ), Secretary; Reuben Ginsburg (BG); Norma Miller (NM); Lucy Fried (LF); Ethan Markowitz (EM).

EXCUSED: Anne McGinn (AMcG).

ALSO PRESENT: Sherri Giles (SG), Operations Manager; Martin Breit (MG), Facilities Engineer

1. CALL TO ORDER

JA called open session to order at 7.02pm with 6 directors present.

2. ADOPTION OF AGENDA: LF moved to adopt the agenda, CJ seconded. Amended to allow homeowner comments before business items to allow for input on the budget.

As amended, **passed 8-0.**

3. HOMEOWNER COMMENTS

A. 5323 Ms. DiGuilio presented herself for questions regarding the Cultural Affairs committee resolution.

4. BUSINESS

A. Cultural Affairs Committee Resolution 16-95: 75th Anniversary Celebration.

JK moved to accept the resolution to approve an additional \$1,450 for the 75th Anniversary Celebration/ Holiday Party. The Board also gives permission for the committee to offset all or some of that amount by asking our vendors to support the event. JA seconded. Discussion included input from Ms. DiGuilio and liaison JK, current budget of \$2000, costs of various items listed in the rationale, soliciting homeowner donations, late notice of change in budget, number of residents expected to attend versus cost, contacting vendors and process for cash donations. JK amended to instead approve adding \$700 to the current budget and vote separately on vendor solicitation. **As amended, passed 7-1-0.** (Nay:BG). JK moved to allow the committee to contact vendors for donations, to process cash donations by check through the office and general ledger and to have the liaison be the contact with vendors. JA seconded. **Passed 8-0.**

B. SH introduced the draft budget, and with SG/MB, took questions on the overall budget and specific line items.

Action taken:

Income

1. 43190 – Time Warner Revenue. By consensus, changed to \$40,000.

General/Administrative Expenses

1. 61150 – Legal – General. Increase to \$42750 by consensus.

61155 Legal – Association Collections. \$12,250, remains by consensus.

It was clarified that items have been miscoded putting collection costs into general. By consensus, total budget of \$55,000 for the two items with division as noted above.

2. 61220 – Outside Services – Stenographer. Reduce to \$0 by consensus.

3. 61250 – Postage. Reduce to \$3000 by consensus.

Committee Expenses

1. 62300 – Design Review Committee – Court 11 historic light pole install. Remove by consensus.

Grounds Maintenance

1. 64070 – Grounds Maintenance Contract. After discussion including bidding process underway, scope of work and effect of cost increase on budget, JK moved to reduce the item to \$384,000. EM seconded. **Passed 7-1-0.** (Nay: LF).

2. 64120 – Landscape Extras. NM moved to reduce to last year's figure of \$7,478. EM seconded.

Passed 6-2. (Nay: LF, JA).

Public Utilities

1. 65010 – Electricity. Reduce to \$4,500 by consensus.

Contract Services.

1. 66050 – Escort and Patrol. Reduce to \$300,264 by consensus.

By consensus, SG will check contract for terms that refer to increases in costs, and investigate as necessary reason for the increase vs. the projected increase and consider performance evaluation.

Action Item SG.

2. 66090 – Insurance – General Liability/ Auto. Reduce line item 264 to \$140,000 by consensus.

In addition to issues surrounding the above decisions, discussion included competitive bidding, delinquencies, legal costs, postage and use of Ross Morgan for mailings, committee budgets, concrete repairs and relationship to insurance claims, garage door maintenance, janitorial supplies, sewer lines, the grounds maintenance contract, impact of claims and aging buildings on insurance increase, bidding out pest control, increase in overtime and amount to transfer to reserves.

SG to introduce an item regarding 67237 – Wages in executive session for confidentiality reasons.

5. ADJOURNEMENT TO EXECUTIVE SESSION.

JA adjourned the meeting to executive session at 9.13pm.

The next open session regular meeting is scheduled for November 15 at 7pm.

Respectfully submitted,

Claire Joyce, Secretary