



CEDARHURST

CEDARHURST ASSOCIATION INC
67 MOHAWK TRAIL * SANDY HOOK CT * 06482

July 16, 2021 Board Meeting Minutes

CALL TO ORDER

President Bruce Lafky called the Board meeting to order.

ROLL CALL

Board Members present:

Bruce Lafky - Tim Gibbons - Chris Pace - Lynn Wojcik - Tony D'Angelo - Denis Guay - Carol Rowe - Jeff Schult

Cedarhurst Members present:

Jackie Poplaski – MaryAnn Jacob

MEMBER COMMENTS

No comments

MINUTES APPROVAL

Tony D'Angelo moved to approve the minutes from the May 20 board meeting, and Carol Rowe seconded the motion. The Board approved the minutes.

NEW BUSINESS

TREASURER'S REPORT:

Checking Account Balance at last meeting	\$40,561.29
Checking Account Balance on 7/16/2021	\$37,917.84

Chris Pace presented the Treasurer's report to the Board. Because the Association fiscal year ends in August, Chris gave the Board an overview of our finances. We should begin thinking about next year's budget but we are in a good place this year with a surplus of about \$6000. Bruce added that the lower insurance premiums were only for part of the year. Upon review of several

treasury reports, Chris pointed out that some items will move to the asset sheet once their expense has been realized – the mailbox project money and annual picnic tent rental (which was paid for out of last year’s budget). Bruce said that talks on whether to charge non-members for use of the new mailboxes, etc will resume perhaps in October after the new Board is elected and sits for meetings.

Another topic that came up was the due date for membership invoices. It is currently due **March 15** which is a hectic time for Chris in his accounting job- he wondered if the Board would consider moving it earlier since the Association fiscal year is also well in hand by then (September – August). Many people pay these fees believing them to be for ‘summer things’ like boats and beach rights or that the dues cover January to December which is also inaccurate. Insurance, taxes and improvements take up much of our budget in fact. The Board seemed to agree with pulling the due date back and eventually have it fall much earlier in a few years; Bruce said to pin this topic for the next Board to decide.

49 households (of 59 houses in the neighborhood)

11 are water system users

12 are kayak rack renters

7 are boat slip renters (6 boats and 1 paddleboat).

Motion to accept the Treasurer’s Report: Jeff Schult

Motion Seconded: Tony D’Angelo

Motion passed

PROJECT COMMITTEE UPDATE:

Tim Gibbons told the Board that Matt Dickie has made supports for the mailbox gazebo and is ready to begin framing out the structure in early August. Bruce thought it would be a good goal to have the skeleton completed before our Annual Member Meeting, which Tim agreed though perhaps not the roof – that would only take a day or two to install. Bruce added that we are up to date on tasks for this project, with mailbox color scheme and actual number of users vs potential (those who may have their own boxes and may decide not to use one of ours). There was some discussion about the fee we would or would not charge dues paying members, reminding us that the US Post Office charges for their PO boxes and since we will own our boxes we can set the rate to use them. But Bruce thought that should be a decision for the new Board to ponder. Then, the new Board can go ahead with ordering the right amount of mailbox clusters to install.

Maintenance around the community continues with weeding the hillside garden, the beach and the mailbox area.

BEACH and DOCKS UPDATE:

Tim gave his report on the beach and docks. He said that new sand had been delivered and spread out, and there have been no issues with the docks. Bruce observed that the Association grill is out and ready though we haven’t had anyone ask to use it yet. Carol Rowe has distributed all member beach passes. He noted that one member has complained about the need for them but in truth we have had many non-residents come down to park in our spaces and use the beach though they are not guests - this prevents members who do live farther away to park near the beach and while no members or their guests would be banished, outsiders who should not be there will. It is important to use your car

tags and beach passes so that we can recognize you as members/guests. Be kind if inquiring if someone has the right to enjoy our private beach!

Tony moved the “No Lifeguard” sign to a better location. Bruce does not want more or fancier signage yet for the beach – we have the original metal Cedarhurst sign waiting to be raised, and we will likely make a new Welcome to Cedarhurst sign once the mailboxes are built. Our charge is to beautify the entrance and our neighborhood!

SOCIAL COMMITTEE:

In preparation for the annual picnic, Tony asked the Committee members to email their expenses – receipts should be sent to Chris by August 31 for reimbursement. They will also confer on who is responsible for bringing what for the picnic setup. Carol added that we may need some help gathering items and volunteers and will email Bruce what is required. Music, if any, will end by 10:00pm per CHA rules. Everyone in the neighborhood is welcome but it would help to have an RSVP for planning purposes- so far, we have 48 guests expected and hopefully more. Committee members will clean up the beach area to make ready for the tent and tables and will let Bruce know when they will be up until-feel free to use the tables and tent all weekend with your families!

The group discussed sending something to cheer up longtime Board member Wendy Brant who is recuperating. Carol volunteered to send an arrangement and will let us know what she chooses.

Another topic came up surrounding non-members’ use of photos taken from the Association website to enhance their own chances of selling their houses. Some were entirely opposed to non-paying residents profiting from the Association in this fashion while others were happy to help with the turnover. The photos are not yet copyrighted but there was never a request to use them either.

EMAIL DISTRIBUTION PROCESS UPDATE:

Jeff Schult told the Board that the CHA website is up and running! The only way that he can send emails to the members (or anyone) is if they first log in and subscribe. He asked that the Board all do so as Jeff can monitor who has opened the emails. He does not want to obsess over who reads the emails or not, so when please check it out- this will be the future of Association mailings and it is important to be on his list. Bruce suggested that he send an email to members while Jeff writes a post on the site stating that we are transitioning from President emails to coming in from the website list. You will be included in mailings until such time that you unsubscribe – even those who may move away can still keep in touch with Cedarhurst.

Bruce likes the idea of allowing the site to be open to the public thereby creating more transparency. Jeff agreed to be administrator of the website and will post the bylaws, member guide and the current year’s dues invoice. Chris asked if had any old photos to put up and Jeff said that any photos can be sent to him via the website for consideration so dig out your albums and let’s see Cedarhurst in days past!

WATER COMMITTEE UPDATE:

Jackie Poplaski gave her report to the Board. There have been no issues with this recent heat wave. MaryAnn asked if she plans to provide the form that members need to sign (agreement to remain a private water company) which then get sent along with the Annual meeting minutes to the State as required. Jackie said she plans to have the form ready, and Tim Gibbons will bring his notary

public stamp to expedite the process. MaryAnn said that there is a new contact person at the State who will be dealing with this, and Bruce said that those members not in attendance will have to submit their form to MaryAnn. Denis asked if Jeff has the list of water users for website emails; MaryAnn suggested adding a note on the Association website about the water system, how to request hookup, and a phone number for the emergency contact person (this will prove useful information to new residents and current users alike). Bruce asked Tim if he had placed a lock on the water system tank for security yet, and Tim replied that he had. Jackie ended her report by saying she had testing scheduled for the following week and would have a report on the results for the next meeting.

NOMINATING COMMITTEE:

MaryAnn Jacob spoke on the upcoming slate for Board elections. She sent out a letter to current members as to whether they would like to remain next year. Many replied and there will be a few changes. Bruce will step down as President but will ask on stay on as a Board member, Lynn will also step away from the Secretary position to be a regular Board member. Bruce said to anyone thinking of running for President, that it is not a difficult job (setting meeting agendas, running meetings, and now much of the information to members will flow through the new Secretary and Jeff as website admin). Chris handed in a copy of a ballot that his rowing club uses for an example of how to compose our own.

MaryAnn also mentioned that the bylaws allow for proxy votes and for nominations from the floor (spoken at the meeting at the appropriate time before the election). There is no actual provision for not having a President (should no one step up as Bruce leaves) so we would revert to Robert's Rules of Order which state that the Vice President would stand in until such time that a President is elected. The bylaws allow for up to (but not necessarily) twelve Board members including the four Executive positions, and you do not need to be on the deed for your house to be considered as in the past. Please ask your friends if they might consider joining the Board – it is a great way to get your voices heard and help shape the future of Cedarhurst for the better! The Nominating Committee will send out their slate of candidates before the Annual Meeting.

ROADS UPDATE:

Tony D'Angelo spoke to the Board regarding our community roads. He said that drain basins were recently cleaned and marked blue. He sent a letter from Fred Hurley (Town Public Works director) to Bruce which in part asks if there is any room in the 2021-22 road budget for Algonquin Trail to receive edge repairs and resurfacing – to date, no response but Tony will continue to follow up to which MaryAnn said for him to be “the squeaky wheel!” Much activity happens at the end of a fiscal year when the Town calculates how to use up any extra money and supplies.

ANNUAL MEMBER MEETING DATE:

The Board discussed when to hold this year's Annual Member Meeting. Several dates and times were debated. Our fiscal year ends August 31 and the bylaws demand that the annual gathering be held *no later than the Sunday before Labor Day*. Bruce does not expect any new business yet for the agenda, simply a review of today's meeting and events of the summer, so it should be a relatively short meeting of an hour or so. Tony asked if the President can ask for a new Treasurer Review. Bruce thought that the Board should decide on reviews, to which Tony asked if that left it open only to Board

members to review the past year's accounting. Tim added that an audit of Association treasurer reports and records may be requested by any member.

The Date decided on for the Annual Member Meeting is Sunday August 29 from 6:00 to about 7:00pm. Please plan to attend or send in your proxy form for the Board election!

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ANNOUNCEMENTS

CEDARHURST SUMMER PICNIC

Saturday, July 31 games begin at 2:00, picnic dinner begins at 4:30

Please drop off potluck dishes at 4

****ANNUAL MEMBERSHIP MEETING****

Sunday, August 29 at 6:00pm in the Parking Area

Calling ALL Cedarhurst Members! We will hold our 2021 end of the season meeting and we want to see you there! This will be a great time for members to get together to hear updates on our community and to make your voices heard. The Board Elections for 2021-22 will be held and your vote counts! Please look for more details from the Nominating Committee!

Thank you to all who help around the neighborhood and participate in our Board meetings. The community involvement is growing and welcome!

Bruce then adjourned the Board meeting.

Minutes respectfully submitted:

Lynn Wojcik, Secretary