

RIVER EDGE HOMEOWNERS ASSOCIATION, Inc.
BOARD OF DIRECTORS MEETING
MINUTES – 28 Niagara Shore Drive
07/14/2025

PRESENT

Board Members:	Bill Strassburg, Anne Duggan, Jerry Hathaway
Management:	Joe Urbanczyk, Kaitlin (new employee)
Special Attendee:	Mary Lyons (Unit #4)
Call to order:	President Jerry Hathaway called the meeting to order at 2:05 p.m.

SPECIAL SESSION

Mary Lyons (Unit #4) requested time before the Board to discuss the two following concerns:

- Her doorknob/doorlock on her front door was not functioning and asked if this was an HOA issue. The Board informed her that her front door is the owner's responsibility. She asked if we could refer her to a company to address her issue, and was given the name and number for Gorenflo lock.
- The gutters located along her front walkway (garage side), and directly over her front are producing large-sized icicles in the winter time that prohibit her or anyone from using the front walkway due to the potential danger. She believes that the gutters are either at an incorrect pitch to drain or there is another issue. Joe indicated that he has requested Lance to work with Ms. Lyons to identify and fix the issue. Photos of the icicles were provided. Ms. Lyons left the meeting at this time.

ACTION ITEMS: Joe to follow up with Lance to make sure he is in touch with Ms. Lyons.
RESPONSIBILITY: Joe U.

AGENDA

Jerry made a motion to approve today's agenda. Bill seconded. All in favor.

MINUTES

The minutes from the 06/09/25 Board Meeting were reviewed. A motion to approve the minutes was made by Anne, seconded by Bill. All in favor.

FINANCIALS

The 12th month financials were reviewed by the Board. As of 06/31/25, we showed total assets of \$521,011, and a reserve account of \$458,072. It was noted that Joe will instruct Accounting to subtotal Reserve Accounts listed under "Equity" on our new Balance Sheets.

The Board discussed the possibility of moving some of our funds currently in M&T Checking/Savings accounts and not earning any interest, to either a CD or a Money Market

Account. Joe will inquire at Bank of Holland (current operating checking account) and Morgan Stanley.

Jerry made a motion to accept the financials as noted above and Anne seconded. All approved.

ACTION ITEMS: Accounting to subtotal reserve accounts on Balance Sheet going forward.

Identify alternative avenues for M&T checking/saving funds

RESPONSIBILITY: Joe U

ADMINISTRATIVE AND LEGAL UPDATES

1. Spring Meeting Discussion – the meeting, held in June and open to all unit owners, was very positive in nature, with well-received updates. No minutes are taken at this meeting, as it is solely informational and not an official Board meeting. Several unit owners spoke with Joe after the meeting with any individual questions they had.

ACTION ITEMS: NONE

RESPONSIBILITY:

2. Landscaping Issues – The Board discussed that lack of edging of the garden bed areas, which was supposed to have been included in the Landscaper's Contract. The area that was edged was along the street, was not requested, and was very sloppily executed. The Board asked Joe to request a refund for the monies paid for garden edging.

ACTION ITEMS: Request refund from Landscaper

RESPONSIBILITY: Joe U

3. Driveway Sealing/Replacement – all units to be sealed this year in late July or early August. Exceptions are 5 units that will be having their driveways replaced (32, 220, 228, 244 and 260 – the work on these units will be done late in August). Joe will issue an email several days in advance of the date for the sealing work.

The pricing is as follows: \$7645 for sealing work; \$37340 for reconstruction of 5 driveways. Anne made a motion to approve the work at this cost; Bill seconded. All approved.

ACTION ITEMS: issue email re sealing as soon as date is secured.

RESPONSIBILITY: Joe U

4. Unit 48 drain issue – camera work will be done in drain on 7/23 to assess if multi-line concern.

ACTION ITEMS: NONE

RESPONSIBILITY:

5. Overlook Project – no new update
6. Website: Anne emailed with John Lyth, who oversees administration of our website, regarding data on visits to and “clicks” in our website. This is just to see what kind of traffic we receive. Mr. Lyth provided some basic data (as anticipated, a relatively low level of traffic), and also indicated that additional/more substantial information can be obtained if we are ever in need.

Anne will also be reviewing the website this month for any potential updates.

ACTION ITEMS: Review Website

RESPONSIBILITY: Anne

7. Sidewalk Lifting – there are a few units, noted during the Spring walkaround, that require some lifting to make them level. The areas in need are not part of the unit owners’ responsibility; the HOA will be paying for this service. Minor cost.

ACTION ITEMS: NONE

RESPONSIBILITY:

MAINTENANCE

Landscape/Snow Discussion – see above

Lawn Spraying – one spray thus far.

COMMUNICATIONS

Two reminders:

- The Board asked Joe to be more consistent with timely responses and follow-up on resident requests/inquiries. Two years ago, a 72-hour response time window was set, and this is not always followed.
- Joe U. must cc HOA Board members on all written or electronic communications issued on behalf of the HOA.

The next Board meeting will be held on from 8/11/25/25 at 2:00 p.m., place TBD.

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There being no further business, Anne made a motion to adjourn the meeting at 3:00 p.m. Bill seconded. All in favor.

Respectfully submitted,

Anne Duggan
Board Secretary

Responsibility key:

Joe
Jerry
Bill
Anne