

Silver Lake Institute
Board of Trustees Meeting – May 18, 2024

Present: Kris Schultz, Jill Knitter, Peggy Phillips, Colleen Christmann, Brad Huber, Bob Cook, Tom Kraft. Zoom: Kevin Colburn, Jim Kwiatkowski

Absent: Julie Hoffner, Jeanne Owens, Bill Schaefer

Visitors: Susan & Tom Palmer, Mary Sceusa, Diane Stephens, Sue Bristow

Opening Prayer: Tom Kraft

Declaration of Quorum: Kris Schultz 9 of 12

Visitor's Concerns:

- Mary Sceusa spoke about Castiles's new legislation regarding short-term rentals. The minutes from Castile's meeting regarding the new legislations was not posted on website until May 9, 2024. She will be attending Castile town meetings in the future and keep us up to date.
- Sue Palmer: New resident introduced herself and her husband Tom. She thanked the board for their time and effort.

Bookkeeper/registrar: Jill Knitter for Craig Bateman

Diane Stephens shed permit at 6991 (18) Hamline Ave

Motion to approve: Tom Kraft

Second: Brad Huber

All Approve

Property transfer Susan McGovern 3873 (30) Thompson Ave to Patrick D. Castiglia
approved on-line 5/9/24

2023 taxes owed \$350.00 two residents paying monthly

2024 taxes: 37% already paid as of 5/16/24 total \$48,183.00

COMMITTEE REPORTS:

Treasurer: Jill Knitter

SLE \$ 32,757.64
Rentals \$8,004.37
Reserve 1,162.31
Epworth 51.00
General 58,388.77

Total \$100,364.09

Grounds: Jill Knitter

I spoke to Derick about repainting Stop signs. He doesn't feel he can do a good job. They need to be reflective and feels they won't be adequate if he repaints them. He is getting estimates. He has also been researching salters and has only one estimate and option so far. - Derick spoke to Darryl at T of Castile about cold patch. He could only give him the name of company they purchase it from. He called and it's \$140 per ton. He would rather purchase 1/2 load so not to let it go to waste. - He will be purchasing playground mulch in the next few weeks at a cost of approximately \$600 to \$700. - Derick and Joe pulled out the railing that was wobbly next to the steps on Park Ave. Brad generously offered to replace the existing railing with a wood option. He also pulled the prickly bushes between the forsythia. The only suggestion I received for replacement was hydrangea. I would like to use a portion of the tree budget to purchase 4-5 plants. - A letter has been composed by the Rules Committee to go out to residents that have continued to disregard our rules for keeping up their property. To be discussed in Executive Session. Further property inspections to be completed a date to be decided in June. - I have received a written complaint from a Sharon and Bruce Barber in regard to the van that is parked in the NE corner of Burt Park.

Grounds: Kris Schultz

We will be walking the Institute in the next few weeks to determine the pavement areas that need attention. Paving estimates will be sought from two or more contractors. Adding new stone to the existing parking area north of the blue dock will be included in the contractor bids. WYCO has re-seeded the work area at Epworth and Derick will be adding mulch and setting up sprinklers soon.

Lakefront: Jill Knitter

Pursuing bids for possible grants to repair the concrete at the Marina and blue dock
All Marina hoists and docks are in. We will be conducting Lake Front inspections in June, a date to be set.

Legal Affairs: Kevin Colburn

Kris sent the draft violation notice for issues with properties to Devon Kelly for his review and comment. We are awaiting his comments.

Investment: Kevin Colburn

The balance with the Community Foundation at 3/31/24 is \$118,683.29 a 1.9% increase since 12/31/23.

Finance: Kevin Colburn

No Update.

Communications: Colleen Christmann

New Resident Meet & Greet date set for June 22, 9-11pm. Eight New Families will be invited. Invitations will go out Monday May 20th. All Buildings need to be open and Stooddy water on.

The SLI Calendar & Board minutes are now easier to access. Please check it out if you have previously had problems accessing these items.

Continuing to work on updating website for the latest SLI Handbook and By Laws.

Hoag: Jim Kwiatkowski

- Still awaiting a quote from the mason for mortar repair on Hoag
- Still awaiting a quote from the engineer for Hoag foundation repair
- Spring cleaning at Hoag on May 18 by the youth group

Will investigate the possibility of blind installation on the first floor windows of Hoag

- Kris did calculations on the roof surface area of Hoag and determined that replacement gutters are not needed. Thanks for that information! \$\$\$ saved!

Long Range Planning: Bob Cook

I picked up 6 engraved bricks from Wagner Monuments this week. Suzanne and I will be installing them in the Walk Way in June

Programs: Kris for Julie Hoffner

I have nothing new to report. The first "event " will be the community yard sale on June 1st.

Children's Programs: Peggy Phillips

- Children's programs start off on July 3rd with bike parade and pinata', 3pm @ Blue Dock
- Movie night August 17
- Butterfly project August 31
- Family Wheels parade following closing community service with hot dogs and ice cream
- Late September pumpkin patch
- Check SLI face-book page for specifics

Silver Lake Association: Peggy Phillips

--Collecting items for golf tourney basket fundraiser. Contact Peggy Phillips 3841 Lakeview Ave if you wish to donate

--5 slots open for golf tourney. sign up on-line at Cleanatsilverlake.org

--SLA memberships on sale now. Contact Peggy Phillips 3841 Lakeview Ave if you wish to purchase membership. Cost is \$20. Checks made out to Silver Lake Assn.

--Flares for July 3 on sale now. Contact Peggy Phillips 3841 Lakeview Ave. Cost \$3.00 Checks made out to Silver Lake Assn.

--Royal Family Kids Camp is looking for 12 to 13 party boats for kids parade July 9th. Life jackets also needed. zip lock a tag with your name so life jackets can be returned. Contact Michelle Hess or visit the website <https://silverlakeassociation-wny.org> for more info.

--Boater safety course June 1, 2024. Everyone needs a boater safety certificate to operate any motorized boat in NY State by 1/1 2025. Sign up on-line at silverlakeassociation-wny.org

--Proposed Fairview Road Bioreactor and Stabilization project approved. More info. on SLA website.

--Silver Lake Dredging project - more info. on SLA website

--New information regarding short term rental legislation by the Town of Castile can be picked up at the SLI maintenance building.

Playground: Peggy Phillips

- Horseshoe pits ongoing
- new basketball hoop purchased along with 2 padded pole covers
- hope to repair divot in pickleball court before SLE in August 2024
- Split rail fence purchased and will be going in soon around toddler play area
- spoke with Fred S. regarding local artists to paint scene on GaGa pit

Grants: Brad Huber

Working to identify new NO MATCH grants
Identified renovation plans for Epworth Basement with BOD
Obtaining bids to estimate work costs

Action Items:

Lightpost fixture : \$295 @ Rehouse

Lightpost base: Quote from concretelampposts.com \$1,500 for scratched pole and \$4,500 for new inclusive of freight

New Epworth Sign: \$8,165 - very high - looking for other quotes or possibly to roll into a grant application.
Spoke to Julie 5/14 explained situation, all good, will put brass plaque on new sign as memorial

History and Preservation: Brad Huber

Has been on pause since August

Epworth: Brad Huber for SLI BOD

WCKO completed curtain drain installation. Total cost \$ 28,145.70 (\$45,000.00 CFA Grant budget)

Contacted WYCO on poor grass germination.

Derick connected existing downspouts to new curtain drain. Water/mud flow onto lower-level floor has stopped.

Coordinate with Grants Committee to complete new gutter install this year using funds from existing grant.

Coordinate with Grants Committee on renovation plans for lower level and main floor restoration to be include in application for new zero match grant.

Work session with interested parties to work on plans for the lower-level and main floor renovations.

Measure elevations of lower-level floors on west side of Epworth Hall.

Coordinate with Grants Committee to get multiple contractor bids on gutters and plumbing upgrades based on restoration plans.

Rules: Tom Kraft

The rules committee met May 5th, 2024. Brad Huber has agreed to serve on the committee.

The purposes of the meeting were:

A-To develop a process to address complaints of violations of SLI rules.

B-To develop a letter for addressing complaints.

C-To address specific residents, for which we have a complaint, that are in violation of our rules.

A-The committee decided to propose this policy for addressing complaints:

--Complaints will be received verbally, or in writing, about violations of our rules. They will remain anonymous unless presented at an open board meeting.

--Each complaint will be reviewed by the rules committee and a recommendation made to the Board.

--The recommendation will be presented to the Board for action at the next meeting of the Board.

--If the Board agrees a resident is in violation of our rules, a letter will be written expressing the complaint, the specific rule or rules violated, and a thirty day grace period for resolving the issue before a fine is imposed. The fine is \$25 per violation per day. The letter will be delivered by certified mail, or hand delivered by a trustee.

--An offer of clarification in person by a trustee about the violation will be offered.

--If the issue is not resolved in thirty days, the board can impose a fine or offer an extension of the grace period.

--If the issue remains unresolved, the Board reserves the right to impose a \$25 a day general fine, or \$25 per day, per violation. The loss of lakefront lease shall also be possible.

--All fines will be added to the next tax bill. If the accumulated fines reach a level of \$1,000 a lien will be placed against the property.

Other Business:

Upcoming election: There are four Board members coming up for re-election at the July Cottage Owners meeting held July 27, 2024. They are as follows:

Peggy Phillips – not seeking re-election

Kris Schultz – running for re-election

Jeanne Owens – running for re-election

Bill Schaefer – running for re-election

Discussion of amending 6.0 of Rules Handbook subject to attorney's review then applied to rules handbook the following changes in red below:

6.0.0 VIOLATIONS OF RULES AND REGULATIONS

6.0.1 Any person or persons in willful violation of the rules and regulations are in violation of New York State Not-For-Profit Corporation Law Section 202. The State set penalty for such violation may be:

(a) a definite sentence of imprisonment which term shall not exceed fifteen (15) days as fixed by the court, or

(b) a definite sentence to pay a fine which amount shall not exceed \$250.00 as fixed by the court, or

(c) such other sentence as may be imposed by the court for an unclassified misdemeanor under the Penal Law of the State of NY.

6.0.2 Each day that a condition exists that is in violation of the rules and regulations may without further notice be considered a separate violation.

6.0.3 A willful violation of any part of the rules and regulations may result in:

(a) Fines as described within the Rules and Regulations, should a fine amount or duration not be assigned within the Rules and Regulations the Board of Directors will have discretion to set and levy one in a consistent and equitable manner

(b) Termination of the lease for the corresponding lakefront lease or marina space.

(c) Property liens

6.0.4 The standard procedure for addressing violations of the rules and regulations will be as follows:

- (a) Suspected violations of our rules will be reviewed by the Rules Committee or its designee, and a recommendation made to the Board.
 - (b) The recommendation will be presented to the Board for action at the next Board Meeting.
 - (c) If the Board agrees a resident is in violation of our rules, a letter will be written expressing the complaint, the specific rule or rules violated, and a thirty day grace period for resolving the issue before a fine is imposed.
 - (d) The letter will be delivered by Certified Mail, or hand delivered by a Trustee.
 - (e) An in person violation clarification meeting with a Trustee can be requested
 - (f) If the issue is not resolved in thirty days, the board can impose a fine or offer an extension of the grace period at their discretion.
 - (g) If the issue remains unresolved, the Board reserves the right to impose a minimum of a \$25 a day general fine, or \$25 per day, per violation. The loss of lakefront lease/marina space shall also be possible.
 - (h) Unpaid fines will be added to the next tax bill. If the accumulated fines reach a level of \$1,000 a lien may be placed against the property.
- 6.0.5 It is the responsibility of the property owner to notify the Board when the violation has been addressed and is ready for review
- 6.0.6 The Board reserves the right to expedite or modify the standard procedure for addressing violations should the violation pose immediate health & safety risks or create an egregious disruption.
- 6.0.6 Nothing herein shall be interpreted to limit the remedies, enforcement procedures or penalties available to the Institute by reason of the violation of its rules and regulations

Motion to amend 6.0 of the SLI Rules Handbook: Colleen Christmann

Second: Tom Kraft

All approved

Motion to approve/add plantings on Park Avenue hillside: Peggy Phillips

Second: Brad Huber

All approved

Motion to add \$500 budget to Grounds Committee beautification for next years

budget: Tom Kraft

Second: Jill Knitter

All approved

Motion to approve location of Sea Serpent marker: Tom Kraft

Second: Peggy Phillips

All approve

Motion to adjourn to Executive session: Colleen Christmann

Second: Tom Kraft

Meeting adjourned: 11:26

