

**FOREST EDGE CLUSTER ASSOCIATION  
EXECUTIVE MEETING  
TUESDAY, DECEMBER 5, 2023, 5:00PM  
GREENWOOD CLUB HOUSE  
EAST AMHERST, NEW YORK**

Board members in attendance: Andre Lam, Julie Torres, Mary Ellen Sanfilippo, Anthony Esposito, and Patty Vitanza. Cindy Morris, Property Manager was also present.

Review and approval of October 19, 2023 minutes was done. Mary Ellen made the motion and Patty seconds. All in favor.

**MANAGER'S REPORT:**

1. Financial statements for the period ending November 30, 2023 were reviewed. Balance is \$960,000. There was one EOY negative variance of \$3,700 due to legal fees and account receivables. Mary Ellen motioned to accept the financial statement and Andre seconds. All in favor.
2. Updated report was given for accounts receivables and foreclosure on 1104 Netherton.
3. Acceptance of financial report. Julie made a motion Anthony seconds. All in favor.

**ARCHITECTURAL:**

1. N/A

**ADMINISTRATIVE & LEGAL:**

1. Update on parking issues. Mary Ellen briefed on serving parking violations to several residents.
2. Engagement letter for Kloc and Company was discussed. They will do review of financials and tax returns. Andre made a motion and Julie seconds. All in favor.
3. Insurance Policy Savings: Insurance policy with Farmers was renewed and costs only increased \$750 for the year. Com Assoc is the underwriter.

**MAINTENANCE:**

1. Tree trimming began in November 2023 and is continuing. Expected to be completed in the next few weeks.

**NEW BUSINESS:**

1. Board discussed addition of Forest Edge identifying street signs to existing court street signs to better assist in street identification. Andre made a motion to accept this and Mary Ellen seconds. All in favor.
2. Discussed addition of signs to identify where unit numbers are located. It was decided that this would be too confusing.
3. Landscaping work will be done on the entrance gardens in the Spring to add in perennials. Will have a landscape consultation done.

4. In the Spring, the board members will do a property walk around to determine where additional guest parking spots can be added. Estimates will be done to get asphalt prices.

Since there was no further business, Andre Lam made a motion to adjourn the meeting at approx. 6:30pm. Seconded by Julie Torres. Motion carried.