

Buffalo Lakeside Commerce Park Property Owners Association, Inc.

Board of Directors Meeting

Thursday, July 20, 2023

12:30 p.m.

95 Perry Street, 4th Floor Conference Room

Agenda

- 1) Call Meeting to Order
- 2) Approval of Minutes – Meeting of October 18, 2022 (*Approval*) (*Enclosure*)
- 3) Financial Report (*Enclosure*)
- 4) Property Maintenance Update (*Information*)
- 5) Adjournment (*Approval*)

**Minutes of the Meeting
of the
Board of Directors
of
Buffalo Lakeside Commerce Park
Property Owners Association, Inc.**

**95 Perry Street
Buffalo, New York 14202
October 18, 2022
1:00 p.m.**

Directors Present:

Janique S. Curry
Michael Montante
Dennis M. Penman, Chair

Directors Absent:

Thomas A. Kucharski
Maria R. Whyte

Officers Present:

Rebecca Gandour, Vice President
Mollie Profic, Treasurer
Kevin J. Zanner, Secretary
Atiqa Abidi, Assistant Treasurer

Guests Present: Zaque Evans, Senior Economic Development Specialist, Erie County Executive's Office; Alexis M. Florczak, Hurwitz Fine P.C.; Soma Hawramee, ECIDA Compliance Officer; and Paul Tronolone, Empire State Development.

- 1.0 Call to Order/Roll Call:** The meeting was called to order at 1:08 p.m. A quorum of the Board of Directors was not present. Agenda items were discussed for informational purposes only. Ms. Curry joined the meeting at 1:37 p.m. at which time a quorum was present.
- 2.0 Approval of Minutes – Meeting of January 18, 2022** – The minutes of the January 18, 2022 BLCPOA Board of Directors meeting were presented. Mr. Montante made a motion to approve the meeting minutes. The motion was seconded by Ms. Curry and unanimously carried (3-0-0).
- 3.0 Changes to 2023 Regular Assessments** – Ms. Florczak presented an overview of changes to the regular assessments for the 2023 fiscal year as provided in the BLCPOA's Declaration of Covenants. Two of the lots which had been previously assessed as vacant land are now being assessed as lots for which construction plans have been approved. These changes impacted the pro rata share each Owner will pay for its regular assessment. Following this presentation, there was discussion as to whether the Declaration should be modified to provide a different assessment for solar farm installations. Mr. Zanner noted that new assessments must be circulated at least thirty days prior to the end of the 2022 calendar year, so there is a timing issue with respect to making any changes to the Declaration, which would require POA member approval and the submission of an amendment with the Erie County Clerk's office.

- 4.0 2023 Buffalo Lakeside Commerce Park POA Budget** – Ms. Profic and Ms. Gandour presented the draft 2023 Buffalo Lakeside Commerce Park POA Budget. Following the presentation, Ms. Curry made a motion to approve the proposed 2023 Buffalo Lakeside Commerce Park POA budget. The motion was seconded by Mr. Montante and unanimously carried (3-0-0).
- 5.0 Potential Board Appointment** – Ms. Gandour informed the Committee of a vacancy on the Board due to Ms. Whyte’s resignation as Deputy County Executive. Ms. Gandour also reported that since the last meeting, Zephyr Investors has become a property owner at BLCP. The Board discussed having a Zephyr representative serve on the Board.
- 6.0 Adjournment** – There being no further business to come before the Board, the October 18, 2022 meeting of the Board of Directors was adjourned at 1:40 p.m.

Respectfully submitted,

Kevin J. Zanner
Secretary

**Buffalo Lakeside Commerce Park
Property Owners Association, Inc.
June 2023 Financial Statements**

**Buffalo Lakeside Commerce Park Property Owners Association, Inc.
Balance Sheet**

	<u>June 2023</u>	<u>December 2022</u>
Assets		
Cash	\$ 3,806	\$ 3,806
Assessments receivable	25,295	27,033
Total Assets	<u>\$ 29,101</u>	<u>\$ 30,839</u>
Liabilities		
Due to BUDC	\$ 25,295	\$ 27,033
Members' Equity	3,806	3,806
Total Liabilities & Members' Equity	<u>\$ 29,101</u>	<u>\$ 30,839</u>

Buffalo Lakeside Commerce Park Property Owners Association, Inc.
Income Statement

	<u>June 2023</u>	<u>December 2022</u>
Revenues:		
Assessments	\$ 25,295	\$ 70,336
BUDC	-	-
	<u>25,295</u>	<u>70,336</u>
Expenses:		
Landscaping/mowing	11,448	40,066
Snow removal	3,000	5,000
Utilities	260	526
Repairs & maintenance	4,774	-
Insurance	2,593	8,724
Professional fees	3,220	16,020
Total	<u>25,295</u>	<u>70,336</u>
Net Income / (Loss)	<u><u>-</u></u>	<u><u>-</u></u>