

**. Clifton Park Trustees
Annual Retreat Meeting
December 2, 2022**

Present: Trustees Coleman, Fraser, Frost, Meany, Seibert, and Secretary/Treasurer Graves

Minutes: Minutes from the Trustee meeting October 14, 2022 were approved with edits and will be posted on the website.

Financial Review: Cash flow and current balance sheet for the period ending December 1, 2022 were reviewed. Annual results were as expected and no major issues were identified.

Maintenance and Projects:

A series of ongoing and potential planned major maintenance projects were reviewed and discussed. The proposed 2023 projects will be planned as follows:

- Beach Road paving and curbs: This project will commence after a 6-month waiting period on the advice of the Trustee's engineer following the recent completion of the Shotcrete wall along Beach Road.
- Men's and women's restrooms: The bathroom stall partitions will be removed and the floors will be grinded and polished. The hallway will be done as part of this project.
- Beach house: Repair will be done to some of the support posts on the patio and the deck railing will be repaired and then re-stained.
- Tennis court: Surface repair is slated for 2023 to repair existing cracks.
- Paddle ball court: No major repair will be done in 2023 but usage will be monitored to evaluate the necessity of maintenance going forward since use is limited to a handful of members.
- Table reservation system upgrade: Frost will reach out to a park resident who has a company specializing in web design. The Trustees requirements for the table reservations to be done on-line will be discussed. The Trustees have developed a conceptual design requirements document to summarize needs, options, etc.

Legal Update: CPT continues to wait on the next steps of the court pertaining to the current case.

Administration:

The following administrative matters were discussed and decided:

- No changes will be made with the current Beach rules for 2023.
- There will be a price increase to the beach house non-member charge.
- The new amount will be \$6.00 for the first 15 non-members and \$12.00 for the remaining non-members up to the 75 person maximum.
- Tennis lessons: CPT will ask for an annual contribution from the club member who provides group tennis lessons at the beach. Any private lesson court reservations must be made in the members name and CPT will request a contribution from these as well. This contribution will be used for court maintenance.
- In November, Trustee Seibert met with a group of park resident beneficiaries to informally gather input on views on potential future capital improvements at the beach. This group agreed to meet again in early January and Seibert will report back.

Key Beach Dates for 2023 we discussed but decisions were deferred until the new year to coordinate with various schedule conflicts.

Beach clean-up - TBD

Beach clean-up rain date - TBD

Town hall meeting - TBD

Annual beach sleep over - TBD

2023 Budget:

Meany will send out a draft of the 2023 budget for review, based on the major project plans discussed at the retreat and general expense estimates. Any final decision about any potential assessment change will be made at the conclusion of the budget estimates and analysis.

Next President:

Mary Ellen Fraser's 2-year term will end on December 31, 2022 and James Seibert will assume the role of president of the Clifton Park Trustees on January 1, 2023.

Next Meeting:

To be scheduled in the new year.

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