

# High Meadow Cooperative, Inc.

## Newsletter

July/August 2021 Edition

### **Board of Directors Opening**

Ever wonder what goes on behind the scenes to make High Meadow run so smoothly?! Now is your chance with a unique opportunity to fill the open seat on the Board! And the best part, there is no long term commitment, as this person will only serve on the board for the remainder of this term, which is up for re-election in 2022.

Any interested shareholders can submit their intent to Marilyn Szatkowski either at 161 South Highland or via email: [hmmaintslip@gmail.com](mailto:hmmaintslip@gmail.com).

### **Ball Field Project**

Update!! High Meadow has hired a Landscape Architect to work with us on this exciting project. The Board is currently waiting for recommendations and plans. Once we have more information on this, we will surely share that with you all!

### **Storage Room Clean-Up**

As we mentioned in the last newsletter, Fall Cleaning will soon be under way here at High Meadow! Dumpsters will be on-site starting on September 17<sup>th</sup> through October 1<sup>st</sup>. Shareholders are encouraged to take this opportunity to clean out their storage rooms and finally dispose of those items you have been wanting to!

For any items that you plan on keeping, you should label them, according to our Rules & Regulations, but the remaining items should be tossed in the dumpster. Items left in the storage room, without proper labeling, will be discarded in the dumpsters.

### **Homeowners Insurance**

As homeowners, it is important to maintain home insurance so that we are protected in the event of an emergency. While it is important to maintain the insurance for ourselves and our belongings, we also need to keep our records updated with Stillman. On each renewal date, or in the event of any changes, please send the following information to Stillman:

Written proof of comprehensive liability and casualty insurance; including the name and address of the insurance company, policy number, broker information (if applicable). This can be sent to the following Stillman contact:

Diane Duryea  
Stillman Property Management  
440 Mamaroneck Ave – Suite S. 512  
Harrison, New York 10528  
(914) – 813-1919 (fax)  
[dduryea@stillmanmanagement.com](mailto:dduryea@stillmanmanagement.com)

Stillman will send you a reminder within 30 days after the

due date. Following that, you will be charged a Processing Fee of \$50, \$75, and then \$100. For each subsequent month that proof has not been submitted, the \$100 Processing Fee will be added to your monthly maintenance bill. No one wants to pay an additional \$100, so make sure you get your proof in as soon as it renews/changes!

### **Moving In and Moving Out**

Are you moving out? Did you just move in? What an exciting time! Moving means you're busy, so you may have forgotten that High Meadow has a Move In/Move Out policy. These deposits will be returned once both the common property and the storage room are inspected and the proper keys are turned over.

Sellers should notify the Maintenance Office once all of your personal belongings have been moved out.

Buyers should notify the Maintenance Office once you have moved in.

The Managing Agent will conduct an inspection of the property and the condition of the storage room after the move takes place. The Move In/Move Out fee will be refunded within two full weeks of the inspection, provided that no property damage has been found and that no items are left in the storage room. If any violations are found, any expenses incurred to resolve them will be deducted from the Move In/Move Out deposit.

### **Upcoming Board Meetings**

Board meetings take place on the third Tuesday of the month at 7:00 pm.

If you are interested in addressing the Board, please contact Marilyn Szatkowski, at (914) 762-0284 at least 48 hours in advance of the meeting, so that you can be placed on the agenda and be sent the link for the virtual meeting. Meetings are still currently being held via Zoom.

***All Shareholders are welcome and encouraged to attend Board meetings and observe. Our next meeting will take place on Tuesday, August 17<sup>th</sup>, 2021.***

### **Don't forget: High Meadow is on Facebook**

High Meadow is on Facebook! Look for the group "Residents of High Meadow Coop" on Facebook and follow the prompts to join. This group is meant for shareholders of High Meadow Co-op and their immediate family members to meet, connect and strengthen our community of neighbors. Please feel free to share your interests, items for sale, notify others of positive experiences with local businesses, etc.

We hope this new way to communicate will enhance how we

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already interact as neighbors. Please feel free to direct any questions or concerns to Dawn Marie Hilkin ([hmmaintslip@gmail.com](mailto:hmmaintslip@gmail.com)).

## **Submitting Information to the Newsletter**

If you wish to place information in the HMC Newsletter, please drop a note off to C. Gardella at 173 Charter Circle or send an email through the HMC website using the "General Questions" tab. All information should be submitted in writing and needs to include your name, address, and telephone number. The Board reserves the right to accept or edit any information for length and/or content.

## **Special Announcements**

Congratulations to Laura and Timothy E. Donnelly Jr. on the birth of their daughter, Deena Donnelly! Deena was born on May 16, 2021 at 11:24 pm. They enjoy being a family of three!

Congratulations to Melissa, Mike and Isabella Ferrara on the birth of their son, Kayden!

HMC sends our deepest sympathies to Cordelia Silvestri and her family on the passing of her husband, Louis.

HMC also sends get well wishes to Cordelia Silvestri.

In newsletters of the past, HMC has typically included a section for announcements of new shareholders, congratulations, and sympathies. In efforts to protect the privacy of our shareholders, moving forward, we will happily include that information but only at the shareholder's request. If you would like to include an announcement, please submit a Newsletter Announcement Request by either dropping it off at the Maintenance Office (behind 98CC) or through our website: under the Welcome Shareholders! tab, there is a new feature that will allow you to do this: [highmeadowcoop.com](http://highmeadowcoop.com)

## **Community Room**

As a reminder, the Community Room is currently not available for rent at this time. We will notify you once this has been lifted.

## **After Hours Emergencies**

After hour's emergencies must be directed to Management's Emergency Number published in the newsletter. Emergency calls are quickly sent to the staff member on duty through the Property Manager and the Account Executive for the property. It is prohibited to contact or go to a staff member's home at any time for High Meadow issues.

Anyone who approaches a member of the staff after hours for co-op issues will be assessed a Processing Fee of \$100 plus overtime.

## **Important Contact Information**

Facilities Manager, High Meadow  
Joe Giampietro  
914-941-6208

Property Manager  
Jenna Guiliano, Stillman Management  
914-813-1913  
[jguiliano@stillmanmanagement.com](mailto:jguiliano@stillmanmanagement.com)

With Gratitude,

The Board of Directors

