

Elizabeth Swain 2nd

\*All in Favor and Motion Approved

Spruce Hills Condo Association

**Minutes of Annual Session**

Spruce Hills Clubhouse

May 24, 2023

**Welcome and Call the Meeting to Order:** Meeting call to Order at 8:30 pm

**2023 Annual Election Results:**

John Brown, Jerry Ford, Elizabeth Swain, James Rispoli, Bill Palafarro

**Board Members Present:**     John Brown     President  
   Elizabeth Swain     Vice President  
   Jim Rispoli     Trustee  
**Absent:**     Jerry Ford     Treasurer

**Property Manager Present:**  
   Kim Merklin

**Association Members Present:**

Luis Fernandez 401  
Emily Miranda 509  
Matthew Duffy 503  
Terri Slagle 1515  
Janet Traphagen 814  
Fred Torlish 1006  
Michelle Brito 1511  
Bill Paraferro 815  
Stefan Larbig 1704  
Moussa & Tanya Abudullah 1802  
Millie Abate 103  
Matt Janssen 1806

**Motion to close meeting:**

Elizabeth Swain 2nd

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## Treasurer's Report

	<u>April 2023</u>	<u>May 2023</u>
Checking –	\$ 3,494.42	\$ 4,076.78
Savings -	\$ 388,390.26	\$ 303,961.84
Capital Fund -	\$ 266,558.91	\$ 266,558.91
Special Assessment	\$ 494,503.65	\$ 533,786.79

## Motion to Accept

Treasurer Report

\*All in Favor and Motion was approved

## Motion to Approve

Bill List = \$185,405.75

\*All in Favor and Motion was approved

## Projects Completed

Alcoves to Buildings 3, 4, 5 & 17

## Open the floor for discussion.

- Fee Calculation, \$195.00 Assessment fee for 7 years. DCA requires 13 & 17 to be done first, then the next buildings will be rated by Matt CP Engineers. Fixed prices for 3 years from KPI1.  
Amended Assessment start date: July 15, 2023.
- Door removal: \$650.00 to take out and put back in, will not know the structure damage around the doors/windows until the work is in progress.
- Contract with KPI2, Awaiting the contract from the attorney to be signed.
- Deck Inspections: Matt from CP Engineers will be going around and rating each deck.
- Work on cement patios, not as this time.
- Pet Resolution Amendment: 2 pets per unit, only. Proof of license and photo in the office, 8-foot leash from owner. Removed the 2<sup>nd</sup> pet fee of \$250.00. Glen Gardner Animal Control can add additional fines on top of Spruce Hills.
- Bldg 19: Still waiting for Police Reports.

## Next Meeting

The next Board meeting will be Wednesday, June 19, 2023, at 7pm.

## Motion to close meeting

*John A Brown*  
6-13-23

Spruce Hills Condo Association  
**Minutes of Open Session**  
Spruce Hills Clubhouse  
May 24, 2023

**Welcome and Call the Meeting to Order:** Meeting call to Order at 7:02 pm

**Motion to approve Minutes**

Open Meeting – 4/24/2023

\*All in Favor and Motion was approved

**Board Members Present:** John Brown President  
Elizabeth Swain Vice President  
Jim Rispoli Trustee

**Absent:** Jerry Ford Treasurer

**Property Manager Present:**  
Kim Merklin

**Association Members Present:**

Luis Fernandez 401  
Emily Miranda 509  
Matthew Duffy 503  
Terri Slagle 1515  
Janet Traphagen 814  
Fred Torlish 1006  
Michelle Brito 1511  
Bill Paraferro 815  
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Millie Abate 103  
Matt Janssen 1806

*John Brown*  
6-13-23