



Wellington Manor Homeowners Association

**BOARD OF TRUSTEES
BOARD MEETING MINUTES**

2011

WELLINGTON MANOR HOMEOWNERS ASSOCIATION

Minutes of Meeting of Board of Trustees, January 10, 2011

The regular monthly Board meeting was held at 7:00 p.m. at the Clubhouse. All of the Trustees (Sandy Bing, President, who presided; Robert C. Johnston, Treasurer, who kept the minutes; Mary Schulz; Howard Schwartz; and Roni Shotwell) were present. Property Manager Judith Quinn was also present.

On motion of Ms. Schulz, seconded by Ms. Shotwell, the minutes of the December 13 meeting were unanimously approved.

Ms. Quinn reported that two cones are being placed at the driveways of all owners who had "opted out" of snow removal, since mistakes were made in honoring those requests.

Mr. Bing commented that the annual trustee elections would be held in May, and that Lou DeLauro would again handle the candidates night and other pre-election procedures.

Millie Rushnak reported for Bob that Wellington Manor residents were invited to participate in three activities: "Operation Gratitude", which was collecting old cell phones that will be sold to raise funds to pay for care boxes to be sent to service members; letters to service members, not addressed, which owners and others may write and will be sent out; and the annual Polar Bear Plunge at Seaside Heights to benefit the Special Olympics, which Bob is participating in and residents may sponsor him and make contributions. The cell phones, letters and contributions may be dropped off at their house.

Mr. Bing reported that the Board and the Executive Committee would meet on January 11 to discuss "Wish List" items that might be purchased when the Association has more money. He reiterated that no decisions would be made until there is an opportunity for community discussion and comment, and that the Board would then make the decisions.

Carol Mellilo reported for the Community Activities Committee that 24 people had attended the successful Saturday morning coffee.

Mr. Johnston reported for the Finance Committee, in Mr. Morris's absence, that we are still on budget recently and that there is only one serious owner assessment delinquency. He moved that this delinquency be forwarded to our attorney for collection action, commenting that he was not naming the owners in order to preserve their privacy. The motion was seconded by Ms. Schulz and unanimously adopted.

Mr. Johnston reported for the Transition Committee that the DEP had inspected our property and determined that we were mowing a small area that is not supposed to be

touched. Ms. Quinn and Mr. Byrne commented that they had reviewed this report with Brickman, ascertained that there was some ambiguity in the placement of some monuments, and that Brickman would ensure that they mowed the area properly in the future. Mr. Morris will reply to the DEP with this information.

There were no other Committee reports.

Mr. Bing stated that the two-year terms of Mr. Johnston, Ms. Schulz and Mr. Schwartz would expire at the May Owners' Meeting, and that Ms. Schulz and Mr. Schwartz had decided not to run for re-election. Mr. Johnston stated that he would run for re-election.

Mr. Bing suggested that the Board not meet in February, principally because several trustees and many residents would be away. On motion of Ms. Schulz, seconded by Ms. Shotwell and unanimously adopted, the Board resolved not to have a February meeting.

On motion by Mr. Schwartz, seconded by Ms. Shotwell and unanimously approved, the meeting was adjourned.

Robert C. Johnston

WELLINGTON MANOR HOMEOWNERS ASSOCIATION, INC.

**RESOLUTION REGARDING PRIVATE LOTS:
1, 3 AND 5 LEXINGTON DRIVE, PENNINGTON, NJ**

The Board of Trustees has determined that it is necessary and appropriate to adopt this Resolution as a supplement to the existing documents in order to clarify the obligations of the lot owners of:

1 Lexington Drive
Pennington, N.J 08534

3 Lexington Drive
Pennington, N.J 08534

and

5 Lexington Drive
Pennington, N.J 08534

with respect to the 3 lots' sidewalk planting beds, and to formally articulate the policy with respect thereto.

It is hereby resolved that:

1. The 3 private Lot owners each are responsible for the maintenance and replacement obligations from the curb to the rear lot line, except as provided in this Resolution.
2. Due to the fact that the sidewalk planting bed which runs along the front of the 3 Lots is highly visible as the entrance to the community, it is appropriate for the Association to provide maintenance and upkeep of the planting bed in order to ensure its conformance with the other common area entrance beds and plantings.
3. Permission for the Association to maintain this sidewalk planting bed located on the 3 private Lots can be revoked by any of the 3 Lot owners and/or the Association. If any of the parties revoke this Resolution, then the 3 private Lot owners will assume the maintenance obligation of the sidewalk planting bed.
4. Each of the current 3 Lot owners will be asked to sign this document to agree that the Association may maintain the sidewalk planting bed on each respective Lot.

Sign: _____ Date _____ Print

Name _____

1 Lexington Drive, Pennington, NJ 08534

Sign: _____ Date _____ Print
Name _____
3 Lexington Drive, Pennington, NJ 08534

Sign: _____ Date _____ Print
Name _____
5 Lexington Drive, Pennington, NJ 08534

Sign: _____ Date _____ Print
Name _____
President, WMHOA

WELLINGTON MANOR HOMEOWNERS ASSOCIATION

Minutes of Meeting of Board of Trustees, March 14, 2011

The regular monthly Board meeting was held at 7:00 p.m. at the Clubhouse. All of the Trustees (Sandy Bing, President, who presided; Robert C. Johnston, Treasurer, who kept the minutes; Mary Schulz; Howard Schwartz; and Roni Shotwell) were present. Property Manager Judith Quinn was also present.

On motion of Ms. Schulz, seconded by Ms. Shotwell, the minutes of the January 10 meeting, with a correction, were unanimously approved.

Ms. Quinn stated that all owners should modify their sprinklers and watering frequency to limit over-watering this summer, especially at side yards. She will send a memo to all residents with specific suggestions.

Anne Bolick thanked the community for the cards, flowers and good wishes received from many Wellington Manor residents after her recent surgery.

Mr. Bing commented that some residents whose driveways had heaved and cracked this winter were considering getting together to engage a paving company to do a number of driveways, and encouraged any others who had similar problems to join the group.

Mr. Bing reported that Burt Sutker could not be at tonight's meeting, but had asked for an announcement that he was a candidate for the Hopewell Valley School Board.

Mr. Bing thanked Carol Mellilo and the other members of the Social Activities Committee who ran the very successful St. Patrick's Day luncheon. About 30 people attended.

Mr. Bing stated that the Board was still informally considering "Wish List" items that might be purchased when the Association has more money. The discussion of this "Improvement List" will most likely be continued at the May or June Board meeting.

Mr. Bing reported that Ms. Quinn had obtained a bid to remove the large tree that straddles the property line between 22 York Avenue and Common Areas, which is hazardous and needs to be cut down. The low bid for the work was \$2,140, and that the owner had agreed to pay 40% of the cost. On motion of Ms. Schulz, seconded by Ms. Shotwell, the Board agreed to have this work done as soon as the ground is dry.

Ms. Mellilo reported for the Social Activities Committee that Joe Cardone will return to Wellington Manor and give a performance at the Clubhouse on April 8. (She also noted that he is very funny along with interjecting some serious observations.)

Mr. Bing thanked Bob Rushnak for suggesting and placing the sign that informs the community about upcoming events in the middle of the island opposite the Clubhouse.

David Morris reported for the Finance Committee that the 2010 un-audited financial reports showed that snow removal costs were substantially above budget, but that the other expenses were very close to budget, with small overages and shortfalls on some line items.

Mr. Morris reported for the Transition Committee that the Agreement between the Homeowners Association and the DEP had finally been completed and signed, and that he is now pushing Beazer to sign the agreement with the HOA that was approved by both parties some time ago, and to pay us the agreed \$35,000.

Harry Byrne reported for the Grounds Committee that Brickman was the low bidder, at \$989.75, to install various plantings in the wetlands area on York Road, as had been approved by the consultant to Beazer and the DEP, though Beazer had refused to pay for the work. He recommended that the Board approve the contract so the work could be done soon. On motion of Ms. Schulz, seconded by Ms. Shotwell, the Board unanimously approved. Ms. Schulz also moved that the funds be taken from the Transition account instead of an Operating account, since this work should have been done by Beazer. Ms. Shotwell seconded and the motion was unanimously adopted.

Bob Rushnak reported that the flag would be at half-staff tomorrow in honor of the last surviving World War I veteran, who recently passed away.

There were no other Committee reports.

Mel Bolick announced that the Pennington Presbyterian Church would be presenting Godspell on April 17, and all are invited to attend.

Cindy Smith urged all owners to be civil and refrain from negative personal comments about other owners. She stated that she was very disappointed that negative personal comments were made by a group of owners at a meeting a few months ago and questioned why all homeowners had not been invited to the meetings.

Ron Chopra announced that a distinguished speaker would discuss Islam at the Mercer County Library next to the High School on Sunday afternoon, March 20, and that all were invited to attend.

Mr. Bing noted that the Board had decided in late 2010 that it would consider a special assessment in early 2011 to cover the excess snow and ice removal costs over the amount budgeted for 2010, which was \$26,357. He also noted that the many snow storms in January and February of this year had resulted in snow and ice removal costs of more than \$90,000, as compared with our budget of \$30,000 for those two months and \$60,000 for the year 2011. As a result, the special assessment would cover that excess for

January and February of 2011 as well as the 2010 fiscal year. He concluded that an assessment of \$750 per owner, payable in six installments of \$125 each, would raise \$86,250, which would cover the 2010 and January-February 2011 shortfalls below budget.

An owner asked why the Board had not made the assessment for the 2010 shortfall earlier, so owners would not be hit with such a large charge. Mr. Bing replied that it had taken a while to get the final 2010 bills, and that the Board did not have a meeting in February.

It was also reported by an owner that he had heard from a worker that those working on snow removal were either not being paid on time or were not being paid for their work. The matter was referred to Judith who will contact Brickman.

Another owner suggested that \$7,500 could be used for this purpose by deleting that budgeted for Landscape Site Improvements. It was explained that this money is to be used for landscape replacement, modest additions to areas that should have been completed in the past, and restoring common area turf that was damaged during the winter. Mr. Bing also stated that the budget had been considered at length and there were no areas where we could reduce expenses and/or save money that would reduce the snow deficit. Another owner stated that the Association sometimes had snow removed unnecessarily, noting in particular that snow was blown off driveways when it would have melted soon anyway. Mr. Bing and Ms. Quinn replied that they tended to err on the side of ensuring that residents would be safe.

Mr. Johnston moved that, on account of the excessive snow removal costs in 2010 and in January and February 2011, the Board approve a special assessment of \$750 per homeowner, to be paid in not more than six installments of \$125 each. The first installment would be payable by April 20, 2011 and the others on the first day of May through September 2011. The motion was seconded by Ms. Schulz and unanimously adopted.

Ms. Quinn mentioned that any homeowner who had any questions about the assessment should call her. She also explained that she would call those who did not pay the special assessment, but that she usually did not charge late fees for months in which owners were up to date on their regular assessments.

Mr. Bing stated that Lou DeLauro would preside at a candidates' night at the April Board meeting. Mr. DeLauro noted that there were three trustee positions to be filled, since the terms of Mr. Johnston, Ms. Schulz and Mr. Schwartz were ending. He said that the only candidate who he knew of at this time was Mr. Johnston. He urged others to run as well.

On motion by Ms. Schulz, seconded by Ms. Shotwell and unanimously approved, the meeting was adjourned.

Robert C. Johnston

WELLINGTON MANOR HOMEOWNERS ASSOCIATION

Minutes of Meeting of Board of Trustees April 11, 2011

The regular monthly Board meeting was held at 7:00 p.m. at the Clubhouse. All of the Trustees except Sandy Bing were present (Mary Schulz, Vice-President, who presided in the absence of Mr. Bing; Robert C. Johnston, Treasurer, who kept the minutes; Howard Schwartz; and Roni Shotwell). Property Manager Judith Quinn was also present.

On motion of Mr. Schwartz, seconded by Ms. Shotwell, the minutes of the March meeting were unanimously approved.

Mr. Johnston, Treasurer, reported that no owner is more than one month behind in paying assessments, that the Association's expenses are somewhat below budget except for snow removal costs, that because of owner payments of the special assessment Ms. Quinn expects to have the funds to pay the remaining unpaid Brickman snow removal invoices in April and will then pay the budgeted transfers to Capital Reserve and Deferred Maintenance for 2010 and 2011. He also reported that Ms. Quinn and Harry Byrne had looked into the question raised last month as to whether the snow removal workers were being paid on time, and had been assured that Brickman and its snow removal subcontractor were paying all of their employees and contractors at the agreed time.

Mr. Jeronowitz reported that the Architectural Review Committee recommended approval of the following three applications:

- New paver walkway at 25 Lexington Drive;
- Replacement of rear patio sliding door with regular door and removal of window in master bathroom at 4 York Road; and
- New paver patio at 70 Lexington Drive.

On motion of Ms. Shotwell, seconded by Mr. Johnston, these applications were unanimously approved.

Ms. Schulz announced that because of the Candidates Night which will immediately follow the Board meeting; there would not be any other Committee reports.

Ms. Schulz stated that she wanted to correct some misinformation that had been e-mailed throughout the community:

- The holiday wreath that was purchased by the Association last fall did not cost \$1,400 and the Association is not paying to have it stored until the coming winter;

- The Brickman contract extends for four years and not five, and the Association has the right to terminate it with or without cause during any October;
- The Association's practice is for the landscaping/snow removal contract, the pool service and lifeguard contract and other significant contracts to be approved by the Board at a public meeting, after receiving recommendations from the relevant Committee and the Property Manager and giving all owners the opportunity to comment – the owners do not vote on any contract;
- Our Regulations no longer specify the amount of snow below which there will be no removal or chemical treatment; action will be taken whenever the Property Manager and Grounds Committee believe there is a safety hazard.

Ms. Quinn reported that nearly all lawns look fine, and that she would call the owners of the few that need work.

On motion by Ms. Shotwell, seconded by Mr. Schwartz and unanimously approved, the meeting was adjourned.

Robert C. Johnston

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Name _____
President, WMHOA

Minutes from the 5/9/11 Board Meeting

The meeting was called to order at 7:19 pm. Trustees in attendance: Mary, Roni, Howard, Bob, Sandy. Judith was counting votes from the Annual Meeting election of trustees.

The minutes from the April 11 meeting was unanimously approved.

Roberta Sutker thanked the community for their support of Burt as he ran for the Hopewell Valley School Board.

Sandy introduced new neighbors Jane and Guy McPhail (York Road). Stephanie and Robin Osborne (York Road) were also welcomed, but not in attendance. Sandy thanked the 'Welcoming Committee' who greet new families to WM.

Committee Reports:

Flag Committee-Bob Rushnak announced the annual Memorial Day flag Ceremony and cookout.

ARC: Jerry Jeronowitz reported one ARC application at 15 Lexington for a screened porch on the Lincoln model. ARC recommended approval, which was unanimously approved by the Board.

Transition: David Morris announced that DEP had signed off on the easement and it has been recorded. Beazer continues to have questions about the final release, which is holding up the completion of transition.

Discussion: Sandy issued an invitation to all to attend the June meeting when the "wish list", now referred to as the "Improvement List" will be discussed. Capital Reserve Fund would cover replacing cafe tables and chairs in the Clubhouse.

New Business: The following resolution was made and approved by the Board:

RESOLVED, that any homeowner in good standing may inspect any of the books, records and papers of the Association, except for any specific ones which the Board determines may not lawfully be disclosed or which violates the privacy of an individual.. Requests to inspect books, records and papers shall be submitted in writing (email, snail mail) to the Property Manager; responses to be confirmed by the Board. The inspection shall take place at a site mutually agreeable to the requesting homeowner and the Property Manager, at a mutually convenient time. The homeowner shall reimburse the Property Manager or the Association for the reasonable direct cost, if any, of making them available (such as the cost of retrieving documents from storage); and

RESOLVED, that the Property Manager shall provide copies of any of the books, records and papers of the Association, except for any specific ones which the Board determines may not lawfully be provided, to any homeowner in good standing who requests them. The homeowner shall reimburse the Property Manager or the Association for the reasonable direct cost of providing the copies (such as the cost of retrieving documents from storage, having them copied and delivering them to the homeowner). The cost to the homeowner of making copies will be presumed to be \$0.20 cents per page.

Greg Bancroft recommended that mowers do houses first and then common areas. Beginning

this week the mowers will start at corner of Lexington and Buckingham.

Tom Mihalko asked that the pool area be mowed before noon as a safety measure.

Motion to adjourn at 7:39 PM; unanimously approved

Cynthia Smith

Minutes from the May 9, 2011 Annual Meeting of Homeowners

The meeting was called to order by Pres. Sandy Bing at 7:08 pm. Trustees in attendance: Mary Schulz, Roni Shotwell, Howard Schwartz, Robert Johnston, Sandy Bing. Judith Quinn was counting votes from the election for new trustees.

A safety announcement concerning safe egress from building during the meeting was made by Tom Mihalko.

President Bing announced that the main purpose of the Annual Meeting was the election of new trustees. He certified that homeowners in attendance and the absentee ballots already received far exceeded the quorum number required to conduct business.

Mr. Bing then asked if there were any further nominations from the floor. There being no additional nominations, Mr. Bing asked residents to mark their floor ballots and turn them in to Lou, Kathy or Judith.

At this point, Judith and Lou went to the Library to count ballots.

Sandy thanked Mary Schulz, Howard Schwartz, and Bob Johnston for their service on the board. The community is in great shape. We have a balanced budget, Capital Reserve and Deferred Maintenance are adequately funded, and there are no significant issues or concerns. Transition settlement continues to drag, but WM has completed their part and we wait for Beazer to accept the final agreement.

Sandy also thanked committee chairs and committee members for their service to WM. He asked each chairperson to tell him if they want to continue as chair and to poll their members to determine if they want to continue as members of the committee. Sandy also requested that chairs submit the names of new committee members. The Board has the responsibility to appoint Chairman and committee members.

Last year's minutes were unanimously approved on motion by Bob Johnston, seconded by Mary Schultz.

There was no unfinished business or new business.

A motion was made by Roni Shotwell and seconded by Mary Schultz at 7:19 PM. to suspend the Annual Meeting until the vote count was completed.

The meeting resumed at 7:39 and the results of the election for new trustees was announced: Bob Rushnak-65, Harry Byrne-64, Howard Schwartz-56, Bob Johnston-55, and Steve Kuppe-43. Congratulations to new Board members Bob Rushnak, Harry Byrne, and Howard Schwartz who were elected to two year terms.

Motion to adjourn the Annual Meeting was made by Roni Shotwell and seconded by Mary Schultz at 8:42 PM

Cindy Smith

Minutes, Board Meeting – June 13, 2011

Meeting called to order by President Sandy Bing at 7:03 PM with all Board Members in attendance as well as Property Manager, Judith Quinn.

Minutes were unanimously approved on a motion by Roni Shotwell and seconded by Bob Rushnak. The minutes of the Annual Meeting will be approved at the next Annual Meeting in May, 2012.

Announcements:

Judith Quinn will send a blast e-mail to all residents reminding them: 1. Weeds in beds-better than last year, but residents need to check their landscape beds and weed as necessary.

2. Trash cans not be placed at curb before 5 PM the night before pick-up and should be returned to garage by evening of pick-up day.

3. Garage doors should be closed unless working in garage or around property. If ventilating, raise door a few inches.

4. Irrigation--some back yards and side yards are very wet. Homeowner needs to check irrigation system and adjust watering schedule accordingly. Roni reminded everyone the system can be operated manually.

Carl Anderson asked if residents could be notified when Brickman plans to mow. This week mowing is scheduled for Friday the 17th. Normal mow schedule is Thursday or Friday. Judith will let us know in advance if there is a change of days.

Harry Byrne: Rain sensors were adjusted to 1/8th inch from 1/2 inch that was set at factory. It was reported that Magic Touch might adjust for their customers at no additional charge. At 1/2 inch, sensor will not shut off properly.

John Hurley asked about the mail boxes that are leaning. This is a homeowner responsibility and it was suggested that a long shim after a rain could fix the problem.

Melissa Brogle was concerned about split bark on the street tree at her home and wondered if anyone else had the problem. No one else reported a similar problem. Judith will follow up.

Sandy distributed copies of the new Committee List and asked everyone to check the accuracy of the list, especially email

addresses, and to notify him of any corrections.

Gina Mistretta asked about the cleaning service. Bob R. responded that during the summer the CH is cleaned on a weekly basis, and every other week during the remainder of the year.

Sandy Bing announced the officers for the new Board:

President--Sandy Bing. VP--Roni Shotwell. Sec'y--Howard Schwartz. Co-Treasurers--Harry Byrne and Bob Rushnak. A motion was made and seconded to approve the slate and was unanimously approved.

Committee Reports:

Clubhouse-Bob Rushnak: Garbage bags will be in kitchen closet. The key currently in desk drawer will be given to a Community Activities Committee member so there will be no key in the clubhouse. Anyone needing to enter the closet should contact a member of the committee.

If anyone brings guests to the pool, they must remain with them at all times. If you are at the pool and have reason to question whether someone is a member of the community, please do so in a polite and respectful way. The pool will be open seven days a week beginning Saturday, June 18th. Hours are 12 PM to 8 PM.

Communications: There will be no July Newsletter, but a blast e-mail covering events for July will be sent at the end of June.

Community Activities: Ice Cream Social--June 26th at 7PM poolside. Please RSVP as it is important to know how much ice cream to buy.

Pool Party-hot dog roast-July 24th

Copa Party-Sept. 9th

Covenants: no report

DRC: no report

Grounds: no report

Welcome Committee: Members of the Welcome Committee have introduced themselves to the new residents in our community. Sandy introduced the Dopkins (11 Lexington) who were in attendance at the meeting.

Flag Committee—There was a very successful Memorial Day ceremony. Thanks to all who organized and participated in the day.

Finance: David Morris announced and discussed a proposal from the Finance Committee for the investment of CD's that are maturing and other existing assets. Copies of the proposal were distributed to residents and Dave responded to questions.

Proposal from the Finance Committee:

The Finance Committee recommends:

1. The maximum amount allowable (\$27,828.61) should be added to the existing Hopewell Valley Community Bank CD in the Reserve Fund. This money should come from the Reserve Fund 1st Choice Money Market Fund. The current rate on the HVCB CD is 4.16%.

2. The Bank of America CD in the Reserve Fund matures on June 26, 2011. We recommend that it not be renewed. The funds should be deposited in the existing Reserve Fund 1st Choice Money Market Fund which pays 1.25%.

3. We also recommend that the Reserve Fund invest \$25,000 from the 1st Choice MMF into a new 1st Choice one year CD. The rate is 1.25%, among the highest the Finance Committee could find in a FDIC insured bank.

4. Any additional funds received by the Reserve Fund (such as the monthly reserve allocation) should be deposited in the existing Reserve Fund 1st Choice Money Market Fund (1.25%).

5. The Deferred Maintenance Fund MB Financial Money Market fund (0.05%) should be liquidated and the proceeds invested in a new DM 1st Choice Money Market Account.

6. All signers of bank accounts should be changed so that only members of the new Board can sign bank accounts in the Reserve, Deferred Maintenance, and Transition Funds.

A motion by Bob Rushnak and seconded by Harry Byrne to accept the first 5 recommendations of the Finance Committee was unanimously passed. The motion was then amended to include the 6th recommendation that only BOT members can have check signing privileges. This, too, was unanimously passed.

Discussion:

Sandy: Recommended that there be no July BOT meeting. Passed unanimously on a motion by Bob Rushnak and seconded by Harry Byrne. (Jerry Jeronowitz clarified that if any ARC requests were received during this time , Board approval could be done by E-mail.)
Budget meetings (Board + Finance Committee) will take place July 20th and, if necessary, August 15th.

Improvement List: Sandy distributed the list of items that currently exist on the “Improvement List”. He reiterated that no decisions have been made and none will be made without additional discussion with the community. At present, there are no funds for these projects. However, we anticipate receiving the 35K settlement from Beazer upon completion of Transition and any remaining money in the Transition Fund.

Dot Andres expressed the opinion that upgrading facilities and equipment should take precedence over other things. Sandy mentioned that will revisit all the remaining items when money becomes available. We need to look at this as value to the community and not just the cost.

There were 2 items on the list that can be accomplished now. The café tables and chairs in the CH need to be replaced, which are included in and can be funded from Capital Reserve. In addition, the inside trim in the CH can be painted and paid for from Deferred Maintenance.

Harry Byrne moved and Roni Shotwell seconded the following motion:

Motion as read and approved:

Harry moved that the board:

- Approve the “replacement” of the tables and chairs in The Café Area and The Side Meeting/Activity Room with 9 – 3’0” by 3’0” pedestal tables and 36 – wood chairs with upholstered seat ;
- Authorize a not to exceed cost of \$10,500.00 (including,

tax, delivery, etc.);

- Authorize the Chairperson of the Clubhouse Utilization Committee to work with the Property Manager to procure the tables and chairs noted herein from one of the vendors who provided price quotes for the work. (Mercer Corporate Interiors, Innovative Corporate Interiors, or the Worek Company) or other appropriate cost effective vendor as they may determine;
- Require that the tables and chairs be furnished and installed no later than August 15, 2011.

Harry further moved that the Board

- Authorize an additional amount of approximately \$2,000.00 to paint all the existing dark brown trim white, including doors in the front area of the Clubhouse to match the rear portion of the room.

The Resolution was unanimously passed.

The existing cafe tables and chairs will be offered to WM residents. A lottery will be held if there is a greater number of requests than the number of tables and chairs.

Dot Andres wanted to know when the Solar Cover for the pool would be here. Judith replied that she will follow up with Sparkling Pools to push them.

The meeting was adjourned at 8:24 PM.

Respectfully, CP Smith

MINUTES OF AUGUST 8, 2011 BOARD MEETING

The meeting was called to order by Sandy Bing at 7:02 PM. Board members in attendance were Bob Rushnak, Harry Byrne, and Sandy Bing. Property Manager Judith Quinn was also in attendance.

The minutes of the June 13th meeting were unanimously approved on a motion by Bob Rushnak, seconded by Harry Byrne.

Judith: Everyone is doing a good job of weeding. Changes in the mowing schedule were e-mailed to everyone. Please check your irrigation especially between houses. If any wet spots, adjust accordingly. In this dry weather, we need to irrigate responsibly. There was a good response to her request of residents to list younger members of households in the directory.

Sandy: Hopewell Valley Seniors Group wants to use the clubhouse during the Fall Semester. Anne Bollick announced that there would be four classes on Modern Architecture—three here and one in Princeton. Bob Rushnak is doing 4 classes here on Lewis and Clark.

The Board approved the usage of the clubhouse by the HV Senior Group. Anne will provide a current Certificate of Insurance to Judith.

The next Executive Committee meeting will be August 29th at 5PM in the clubhouse. Roni will chair.

Café Furniture: Once the new tables and chairs are delivered to replace the existing cafe tables there will be a lottery to distribute the old tables and chairs. More residents wanted the existing furniture than is available so the Board will conduct the lottery.

COMMITTEE REPORTS

**ARC: Three requests--24 Lexington for an awning
23 Buckingham--garage window
21 York—pavers**

All three applications were reviewed by ARC and recommended for approval.

The Board approved all three applications on motion by Bob Rushnak, seconded by Harry Byrne.

CLUBHOUSE: Kitchen and library doing well. Nothing new to report on fire safety. Exercise room also doing well, except every user needs to unplug equipment after use.

NEWSLETTER: No report. Valarie continues to do a terrific job.

RECREATION: No report. Phyllis Byrne is collecting for the September 9th Copa Night.

COVENANTS: Next meeting is August 18th (7:30pm – 9:00pm) in Clubhouse. The Board has been invited to attend the meeting. The initial meeting of the committee established an agenda to review election procedures. Contact Lou, if interested, for additional information.

FINANCE: Committee has not met since meeting with BOT on budget.

TRANSITION: Dave Morris continues to push Beazer to complete Transition. The frustration continues as we continue to wait for a response from Beazer.

POOL: We have to resurface the bottom of the pool next spring. There are two companies bidding on the job: Sparkling Pools and Carleton Pools. All residents and their guests need to remember to sign in at the pool. Please don't leave any guests unattended. The lifeguard is not a baby-sitter. Residents are responsible for their guests--no high jinks in the pool. Sandy thanked Bob for cleaning the algae from the pool.

GROUND: It is very dry so need to water. Mowing is now on a 10-day schedule so it is difficult to accurately predict which day the mowing will occur. (Weather plays a huge factor.) It continues to be very dry so residents are encouraged to water as necessary and as appropriate.

WELCOME: Committee functioning well and new residents are very appreciative. In a suggestion to the Welcome Committee, Lou asked that they ask new residents what attracted them to WM and any impressions they may have since moving here.

FLAG Committee: Bob R. reminded everyone that in addition to the 30 service men who died recently in Afghanistan, 3 New Jersey boys have also died since Memorial Day. We all need to cherish our freedoms.

DISCUSSION

1. **The Board will vote on the 2012 Budget at the September 12th meeting.** The checking account will be moved to a different bank (1st Choice) on August 9th. Only BOT members are authorized to sign checks:

2. **RESOLUTION 2011-04**
Wellington Manor Homeowners Association, Inc
ASSET ACCOUNT SIGNATORIES
(Non-Operating Accounts)

Whereas, the Board and the Finance Committee agree that only duly elected Board members shall be authorized signatories on any of the Association's Reserve, Deferred, and Transition Accounts, and

RESOLVED, the Board establishes the following policy:
Only duly elected Board members shall be authorized signatories on any of the Associations' accounts. Former Board members shall be removed as signatories, and new Board members added within 60 (sixty) days subsequent to the first official meeting of the Board following the Annual or Special Election.

Howard Schwartz, Secretary

Date

The resolution was introduced by Harry Byrne, seconded by Bob Rushnak, and approved by the three Board members in attendance

3. All five BOT members currently have authority to sign checks and only one signature is required. Bob Johnston suggested that two signatures be required on any check over \$10,000. The BOT will consider the suggestion.

4. **Bob R. made a motion, seconded by Harry, to award the contract to Power Wash the Clubhouse, Seal the exterior of the CH, and Paint some of the exterior and interior of the CH to the low bidder: Innovative Pressure Cleaning of Cream Ridge, New Jersey**

Pressure Cleaning, windows, etc.	\$ 770.35
Masonry Sealing	\$ 880.00
<u>Interior and Exterior Painting</u>	<u>\$ 3,413.00</u>
Total Contract Award	\$ 5,063.35

The motion was approved by the Board members in attendance. Painter can begin as soon as contract is received. Flo Fischer asked about interior wall painting. It is on a schedule to be done in two years.

5. BUDGET

Proposed 2012 budget is similar to 2011--maintenance fee remains the same. Changes are:

- Reduce the contribution to deferred maintenance fund by \$1000.00.
- Landscaping is reduced by \$3000.00.
- Snow removal remains at \$60,000. If we have another 'deficit' because of excessive snow, an assessment will be considered to satisfy the deficit.

There is \$28,000.00 remaining in the 2011 budget for additional snow in November and December. Any surplus (we should be so lucky) remaining as of January 1, 2012 will be applied to 2012 budget for snow removal.

There was one question from the floor concerning the Operating Account deficit carried forward.

6. Information: An article appeared in the Hopewell Valley News about a house theft on Lexington Drive. The information we have is that the theft was done by cleaning people.

NEW BUSINESS

A question was raised concerning how the Board (WMHOA) interprets and applies the requirements described in the resolutions concerning resident access to WM documents. Any resident in good standing has the right to inspect Association records in accordance with the adopted resolutions. There is no charge to inspect/review the records, but a charge will be made if copies of records are requested. A charge can also be made for the time spent in searching for and delivering those records.

There are also infrequent occasions when the Board seeks the advice of our attorney in order to protect the interests of the Board and the Association. In the unlikely event that any legal consultation results in litigation, and upon advice of attorney, it would be our intention to include any legal fees specific to that litigation as part of our claim.

The meeting was adjourned at 8:03 PM on a motion by Sandy Bing, seconded by Harry Byrne.

Minutes--Board of Trustees--September 12, 2011

The BOT meeting was called to order at 7 PM by the president, Sandy Bing. Trustees in attendance were: Roni Shotwell, Howard Schwartz, and Harry Byrne. The property manager, Judith Quinn also attended.

A moment of silence in memory of Rick Salmastrelli was requested by Mr. Bing.

The minutes from August Board Meeting were approved on a motion by Roni Shotwell and seconded by Harry Byrne.

ANNOUNCEMENTS

Sandy: The Copa Party and the Pool Closing Party were both outstanding with genuine good feelings and good food. A big thank you to Phyllis Byrne and Karen Lomax for the Copa Party and to the Recreation Committee for the Pool Closing Party.

Judith: She is working with residents to encourage them to trim their bushes. The grounds are still wet so continue to avoid using the sprinkler systems. It seems most very wet areas are the result of poor drainage rather than overuse of sprinklers. The weeding of home beds is moving along. It will be necessary for some homeowners to seed the bare spots in their lawns. Judith reminded that HO's are responsible for seeding their sidewalk strips. The recent painting in the clubhouse and the outside pillars is a big improvement.

Lynn Marsh: Trees in the common areas behind houses on Buckingham Drive need attention, as they seem to be in poor condition.

Ann Bolick: She will leave more information in the Club House on the class offerings for Seniors this Fall.

COMMITTEES

ARC no reports

POOL/CLUBHOUSE – Sandy sent a big thank you to Bob Rushnak for his work during the successful pool season. The lottery for the cafe tables and chairs went well. Bob is also investigating the purchase of a new vacuum cleaner.

RECREATION: November 4th is a Wine & Cheese Party. Non-alcoholic beverages will also be available. A note was sent to Judith that the committee had submitted a revised 2011 budget request, which was not changed in the current budget. Additional funds will be available to cover any cost overrun in the 2011 budget and the 2012 Recreation Committee budget will reflect the \$3000.00 originally requested.

FINANCE: Bob Johnston objected to the statement that the 2011 budget year will end with a zero balance when there is actually a \$22,000.00 surplus. The Board agreed and will place any surplus at year's end in a dedicated cash flow account. This money will only be used to for cash flow purposes during the year; the balance remaining the same on 1/1/13 as it was on

1/1/12. Revised budget presentations will be shared with the Finance Committee, uploaded on the website, and emailed to residents.

GROUNDS: Depending upon the weather, the grass will be cut on Wednesday. The opt-out forms for snow melting chemicals and snow removal from driveways will be distributed soon. The snow decals also need to be put up soon. Harry mentioned that anytime from this point on is a good time to reseed lawn areas.

POOL: It was a very successful pool season and Bob Rushnak continues to work closely with Sparkling Pools. The pool will be resurfaced in the spring and will be paid for with funds from Capital Reserve.

TRANSITION: There has been no response from Beazer on the \$35,000.00 settlement agreed to by both parties. The statute of limitations will run out in December. The Board will send a registered letter (receipt requested) requesting a response by October 7 to the many prior inquiries for sent to Beazer . If there is still no response by October 7th, the matter will be referred to an attorney.

WELCOME COMM: There are three houses up for sale: 25 Buckingham, 17 Lexington, and 2 York. The committee has welcomed new neighbors at 4 York and 2 rentals at: 43 Buckingham and 21 York. The closing on 71 Lexington is soon.

NEW BUSINESS

Judith will e-mail a slightly revised 2012 budget as an attachment, which will be voted on by the Board at the October meeting. The change involves moving \$800.00 from the Contingency Fund to the Recreation Committee to satisfy the \$3000.00 budget request.

Mary Schulz requested that CAI be notified that her name should be removed as an officer and Bob Rushnak's added. They have already been notified, but have yet to make the changes. She continues to pass information she receives from CAI to Bob.

Carl Anderson wondered what could be done to dress up the Lexington Drive cul-de-sac. It needs more color than the existing grasses provide. It also is less attractive than the other two cul-de-sacs. Harry Byrne replied that all of the Lexington Beds were reconfigured in 2009. The boulders and plants were removed. Top soil was added and then the boulder layout was redesigned and boulders relocated in the new beds. The plants that died have been replaced in accordance with the Brickman warranty. Currently, there is no money in the budget to add plants at this time.

The new tables and chairs in the Clubhouse are very attractive and work better than the previous café furniture. It was decided that the rug in the front of the clubhouse would be taken up and donated to a local agency such as Home Front.

A motion to adjourn was made by Roni Shotwell and seconded by Harry Byrne at 7:42 PM.

Minutes--Board of Trustees—October 10, 2011

The meeting was attended by the following Board members: Sandy Bing, Howard Schwartz, Harry Byrne, and Bob Rushnak as well as the Property Manager, Judith Quinn.

The meeting was called to order at 7 PM by the President, Sandy Bing. The minutes from September were unanimously approved on motion from Bob Rushnak, seconded by Harry Byrne.

ANNOUNCEMENTS

Judith Quinn: the opt-out memo for chemicals on the driveway will go out in November. It has to be renewed every year. The lawns are looking good. An irrigation memo has gone out reminding residents of the need to contract for purging the systems.

Sandy Bing: A big thank you to Millie Rushnak and Barbara Milhalko for their work in our library. Hopewell Township is holding a shredding day on Saturday, October 15, 2011 at the Public Works Building from 9-1 PM. We can expect long lines.

Bob Rushnak & Harry Byrne: a draft of the 2010 Audit was received and reviewed by the BOT--with added comments from Bob Johnston and David Morris, representing the Finance Committee. The Audit says we are doing things in accordance with accepted accounting practices. **The Board has to pass a resolution to defer revenue over expense funds to future years. The resolution was moved by Harry Byrne, seconded by Howard Schwartz and unanimously approved.**

RESOLUTION 2011-05

WELLINGTON MANOR HOMEOWNERS ASSOCIATION, INC

DEFER REVENUE OVER EXPENSE FUNDS TO FUTURE YEARS

WHEREAS, Wellington Manor Homeowners Association, Inc. is a New Jersey Corporation duly organized and existing under the laws of the State of New Jersey and;

WHEREAS, the Board desires that the Corporation shall act in full accordance with the rulings and regulations of the Internal Revenue Service;

NOW, Therefore the Board hereby adopts the following resolution by and on behalf of the Wellington Manor Homeowners Association, Inc.;

RESOLVED, that any excess membership income over membership expenses for the year ending December 31, 2011 shall be applied against subsequent tax year member assessments as provided by IRS Revenue Ruling 70-604.

This resolution is adopted and made part of the minutes of the October 10, 2011.

Original signed by Sanford B. Bing and Howard Schwartz

COMMITTEES

ARC: No report

DRC: No report

POOL/CLUBHOUSE: The pool needs to be re-plastered and the funds will come from Capital Reserve. Two bids have been received and Bob Rushnak is waiting for a response from Carleton Pools who did the original installation. Bob R. requested a motion to approve the re-plastering of the pool.

Mort Rosenthal asked that a resolution be added to require sealed bids for all contracts. This led to a lengthy discussion among residents offering opinions for and against changing the way in which contract bids are received and considered. The procedure currently in place has all bids received either by mail or e-mail going directly to the property manager who opens them, reviews them, and then presents them to the BOT with any recommendation. The Board is charged with the responsibility to review all bids and make a decision about which bid to accept. The current system has been working well and the Board will continue to follow the existing process and procedures.

POOL PLASTER

A motion to re-plaster the pool was moved by Harry Byrne, seconded by Bob Rushnak. The motion was unanimously approved by the Board.

I move that the board:

- Approve the preparation of bids for the re-plastering of the pool:
 - Prepare pool surface
 - Re plaster entire surface
 - Bids will be reviewed and contract awarded by the Board at a subsequent meeting
 - Funds are available from Capital Reserve in accordance with the September 21, 2011 Capital Reserve Planning document.
 - At an estimated cost of less than \$10,000.00.

CLUBHOUSE PAINTING

A motion to approve the preparation of specifications and , then, the painting of the Clubhouse was made by Harry Byrne and seconded by Bob Rushnak. The motion was unanimously approved by the Board.

I move that the board:

- Approve the preparation of Specifications for Clubhouse Painting as follows:
 - Remove wall covering in the picture frame moldings and pantry
 - Paint the walls, ceiling and trim in the Great Room, Pantry and Rear Vestibule.
 - Paint the walls and trim in the rear corridor to the Toilet Rooms.
 - Bids will be reviewed and contract awarded by the Board at a subsequent meeting

- Funds are available from Deferred Maintenance in accordance with the September 21, 2011 Deferred Maintenance Planning document.
- At an estimated cost of \$4,500.

TREADMILL

A motion to purchase a replacement treadmill for the exercise room was moved by Harry Byrne and seconded by Bob Rushnak. The motion was unanimously approved by the Board.

Some discussion also took place about the purchase of an elliptical machine for the exercise room. While there was general agreement that an elliptical machine would be a good addition to the exercise room, it was decided to wait until a future date to make any decision about the purchase.

I move that the board:

- Approve the purchase and installation of a second Treadmill to replace the inoperable unit in the room at this time
 - Purchase Treadmill of similar function and quality to the one purchased earlier this year from Sears.
 - Purchase shall include installation and maintenance plan purchased through the retailer.
 - Funds are available from Capital Reserve in accordance with the September 21, 2011 Capital Reserve Planning document for the Purchase and Installation of the Treadmill
 - At an estimated cost of \$1400.00 (which includes the following items we experienced with the recent treadmill purchase: Treadmill; 5 Year Warranty; delivery fee; removal of old treadmill; sales tax; and surge protector.)

FLAT SCREEN TV

A motion was made by Harry Byrne and seconded by Bob Rushnak to purchase a flat screen television set for the Clubhouse. The motion was unanimously approved by the Board.

I move that the board:

- Approve the replacement of the existing wall mounted tv and the purchase and installation of a HD Flat Screen TV for the Activities Room as follows:
 - Purchase Large Screen HDTV, including installation purchased through the retailer
 - Install electrical and cable outlets on the wall, Lexington Drive side, between exit door and window (will be hidden behind HDTV when mounted to the wall)
 - Furnish and install shelf on wall for the various components
 - Use *existing* DVD Player
 - Cost of current monthly service fees from Comcast will not increase

- Funds are available from Capital Reserve in accordance with the September 21, 2011 Capital Reserve Planning document for the Purchase and Installation of the Flat Screen TV
- At an estimated cost of \$1550.00 (which includes: TV purchase; purchase of wall mount and component shelf; installation of wall mount, etc; electrical and cable outlets; sales tax; and maintenance agreement)

CRACK REPAIR AND PAVEMENT SEALING

A motion was made by Harry Byrne and seconded by Bob Rushnak to repair and seal the Clubhouse parking lot. After a brief discussion concerning the necessity of the repairs, the motion was unanimously approved by the Board.

I move that the board:

- Approve the preparation of Specifications for Crack Repair and Pavement Sealing of the Clubhouse Parking areas as follows:
 - Repair and fill all cracks in the pavement
 - Seal the entire parking area
 - Restripe the lot including Handicapped parking spaces
 - Work to commence in early spring 2012
 - Bids will be reviewed and contract awarded by the Board at a subsequent meeting
 - Funds are available from Deferred Maintenance in accordance with the September 21, 2011 Deferred Maintenance Planning document.
 - At an estimated cost of \$3000.00

TRANSITION; Sandy offered the thanks of the community to Dave Morris, Bob Johnston, Bob Rushnak, and Harry Byrne for their hard and productive work throughout the process of Transition. We certainly would not be where we are today without their efforts and the help and support of others in the community.

With respect to the September letter sent to Beazer, an e-mail reply was received on October 6, 2011 stating that Beazer agreed to the changes and requirements we included in the Release Statement. Those changes ensured that Beazer was responsible for wetlands violations unless such a violation occurred under the stewardship of the WMHO. Copies of the signed Release form are now going back to Beazer and we should receive the \$35,000.00 check soon.

A big thank you to Howard Schwartz who was instrumental in bringing Shirley Turner into the discussion with DEP that helped move the transition process along.

COMMUNICATIONS: A big thank you to Valarie French for maintaining our website and her work on the newsletter.

COVENANTS: Lou DeLauro announced a meeting October 12th. He expects the committee will have proposals to the BOT by mid-November. He listed three things under discussion that would require changes to the by-laws: BOT term limits, three year terms instead of two, and the return to

the BOT the responsibility of filling vacancies on the Board. Also Lou plans to retire as emcee of candidates' night.

FINANCE: Reviewed audit report and made recommendations to BOT. Bob Johnston stated that some of the recommendations were adopted and some were not.

RECREATION: Flu shots will be given on October 12, 2011 at the Clubhouse from 12-1 PM. Saturday the 15th is the next coffee from 9:30-11 AM. Carol Melillo announced that the nurse who did blood pressure readings would hold CPR classes if the community is interested. These would not be for certification.

Medical Lectures will begin December 8th at 1 PM on medications. Mary Schulz will take blood pressure reading before the lecture begins. The lecture will be approx. 45 minutes in length. A Wine, cheese, and games night is scheduled for November 4th.

TREASURERS: Meeting with the Finance Committee. Asset list is now consistent with the moves made by the property manager. New accounts are now all in place--both interest bearing.

GROUNDS:

Some landscape work was done at 1, 3, 5 Lexington Drive. No more blue reflectors for residents who opt-out of chemical applications on driveways. Cones will be placed beside those driveways. A change was also made for the time by which the site has to be cleared of snow. The time is now 10:00 am instead of 8:00am, which should give the sun a chance to melt light snow and ice and reduce unnecessary shoveling expenses.

The Board unanimously approved the request that a tree be planted in memory of Rick Salmastrelli. A Crepe Myrtle tree has been planted near his home.

WELCOME: Judith Quinn hopes to add the DEP letter to the welcome package. Residents should be aware of the letter as soon as they move into the community.

FLAG: November 11 is Veterans' Day. Residents may drop off any tattered or faded flags to Bob Rushnak. He will see that they are disposed of in the proper way..

BUDGET: A motion was made by Harry Byrne and seconded by Bob Rushnak to approve the 2011 Budget. The 2011 Budget was unanimously approved.

Mary Schulz commented the pie chart gave a clear idea of where the money goes. Sandy thanked Judith and all who worked on the budget.

Bob Johnston asked what we planned to do with the \$35,000.00 from Beazer? Sandy suggested we defer any decisions about the money at the present time and place the money in an interest bearing account. (The suggestion was also made that we want to wait at least until we see how we fare during the upcoming snow season.)

The meeting was adjourned at 8:19 PM on a motion by Harry Byrne, seconded by Bob Rushnak and unanimously approved by the Board.

As always, thanks to Cindy Smith for taking minutes during the meeting.

Minutes of the Board of Trustees Meeting—November 14, 2011

The regular monthly meeting was called to order by Sandy Bing at 7 PM with all board members and the Property Manager present.

The minutes from the October 14, 2011 Board Meeting were unanimously approved on a motion by Roni Shotwell and seconded by Howard Schwartz.

ANNOUNCEMENTS

JUDITH: All is quiet. The new interest-bearing checking account is established and earned \$15.92. The Transition Fund account was established in an interest-bearing account and earned \$7.50.

SANDY: Beazer's check for \$35,000 was received and deposited. This concludes transition. Congratulations and thanks to the members of the Transition Committee: David Morris, Bob Johnston, Bob Rushnak, and Harry Byrne for their hard work to close transition on a positive note.

COMMITTEE REPORTS

ARC: The Osborne's at 4 York filed a request in four parts. The ARC committee recommended approval. A motion to approve was made by Harry Byrne and seconded by Roni Shotwell. The vote to approve was unanimous. (Details of the request can be found in the official ARC records.)

CLUBHOUSE:

- Ice-Man repaired #3 HVAC unit in the clubhouse on 11/4/11.
- A new treadmill will be purchased as soon as Sears has a sale.
- A safety inspection was held and work is being done on the outside lights.
- A new flat screen with hidden wiring was installed in the Activities Room. The TV remotes will be locked up when there is a rental of the Clubhouse.
- Harry Byrne and Bob Rushnak agreed on specs for painting the interior parts of the clubhouse. Judith will be sending the bids out. Additional bids were requested for additional (optional) painting of the bathrooms and removal of wall paper and repainting in the activities room. Judith is waiting for the bids to be returned.
- There are various items from the CH that are available to residents: the old television, a recumbent bike, drapes, and 2 bar stools. If anyone is interested, contact Bob Rushnak or any member of the BOT. A lottery will be held if necessary.
- Kathy Jeronowitz wanted to know if the residents will see samples of paint colors, etc. Bob replied that both companies receiving bids have decorators to help with selections.
- Valarie French suggested a bullet list to keep residents informed.

LIBRARY: There are over 700 books. These are rotated on a regular basis. Any books not being used will be donated to worthy charities or the Mercer County Library Used Book

Sale.

COMMUNICATIONS: No report.

RECREATION:

- The children's holiday party is December 11. The adult Holiday Party is December 4th at 5 PM.
- Lou DeLauro asked about notifying the residents when someone is ill. Privacy concerns always need to be respected, but Carol Mellilo sends a card when she is aware that someone in the community is ill. Please let Carol know if you are aware that someone is not well.

DRC: No report

COVENANTS: A list of recommendations concerning the election process was submitted to the BOT that requested no changes to the by-laws and formation of an election committee as part of the covenants committee. The complete report of the requested actions will be submitted before Thanksgiving.

FINANCE:

- As of the end of September our finances were \$25,000-30,000 ahead of budget. This is snow removal money for the most part so year-end bottom line will depend on expenditures for snow removal.
- Sandy mentioned that our financial condition is very good at the present time. The transition settlement money is currently in an interest bearing account. The use of these monies and other funds will be discussed in the spring as part of the 'improvement list' discussion.
- Harry suggested we notify local realtors of our financial condition and the many other benefits of living at WM, including the improvements in the CH and low maintenance fees.
- Lou suggested holding a coffee for realtors after clubhouse is painted.
- Judith said there were two houses for sale and two others are currently rented. One of the rentals is also for sale. There have been four new owners this year.

GROUNDS:

- There was no charge for street plowing after the October snow. There was a lengthy discussion concerning the reasons for not plowing sidewalks and driveways during that snowfall. The BOT decision was based on the forecast of temperatures in the 60's the days following the snow. All agreed this was a difficult call given the time of the year. It was also noted that certain parts of the community do not receive as much direct sunlight and any snow takes much longer to melt.
- Harry noted that Dot Andres suggested that a blast email be sent early in the snow season to apprise residents of expectations for the snow removal process in the oncoming months.
- For this snow season, if a snowstorm is expected to end during the night the decision time for determining whether or not to plow/shovel will now be two (2) hours later. This change will allow a better review and analysis of the forecast. The change

in time will result in the site being cleared by 10:00am instead of 8:00am. This provides a little more flexibility to factor in daytime temperatures before deciding whether or not to clear the snow.

- Lawn care for this year is almost done. Some mowing and two leaf collections (including beds and patios) are still to be done. Junipers have been added to the Lexington cul-de-sac, which now makes it similar to the other two cul-de-sacs.
- Harry noted that beginning next spring Brickman will return to the former method of edging, which utilizes a gas edger with steel blade. If any gaps are determined to need attention, Brickman will add some soil to selected areas. Harry acknowledged Mort Rosenthal's participation in resolving issues.
 - Morton Rosenthal said he had sent a memo to the BOT on the trenching of the sidewalks, requesting that Brickman fill in the trenches and stop trenching.
 - Sandy noted that the BOT is aware of problems and is addressing the issue. Harry, Bob, and Brickman will review the condition later this year to determine what if anything needs to be done from a safety concern.
- Judith noted that the gaps are of less concern than the grading issues in some curb strips. In some areas the grade is lower than the sidewalk, which is a tripping hazard. She also mentioned areas at the driveway apron near the mailboxes. All these areas are homeowner responsibility.

POOL: The pool will be resurfaced in the spring. Bob Rushnak is meeting with 4 pool companies who will bid the job. He wants to be sure each knows its job and will put us at the front of the schedule so that all necessary work and inspections can be carried out in time to open the pool Memorial Day weekend of 2012. The BOT will vote in January on the bids to select the company to do the work.

Mort Rosenthal requested a lap line and boxes at the ends of the pool for lap swimmers. Bob replied it can only be done with tiles and would increase the cost by \$3000.00.

TRANSITION: Done!!!!

WELCOME: Ruth Sugerman announced that two new couples came to the most recent Saturday coffee and let her know they were glad they came.

FLAG: WM honored our vets on Veterans Day, November 11, 2011. Six soldiers from New Jersey have died this year in Afghanistan. There is a Mercer County group dedicated to helping veterans. They would appreciate donations of gift cards from stores like Target or Wal-Mart. Contact Bob Rushnak if interested.

NEW BUSINESS

There does not appear to be a need for a December BOT meeting. A motion to not have a December Board Meeting was made by Roni and seconded by Harry. The motion was passed unanimously. Next BOT meeting will be January 9, 2012. The Board will meet as in working session in December, as necessary.

A trip to the Trenton Thunder is scheduled for July 19, 2012. Contact Millie Rushnak if interested.

The meeting was adjourned at 8:17 PM.

Submitted by Cynthia Smith