

# Breakers HOA Board Meeting Minutes

## Meeting Information

<b>Meeting Topic:</b>	Breakers HOA Board Meeting		
<b>Date:</b>	2/15/2023	<b>Time:</b>	7:00 – 8:00 PM EST
<b>Meeting Facilitator:</b>	Todd Ingerto, President Meeting Scribe: Nick Fazzolari	<b>Location:</b>	Google Meet: meet.google.com/ajo- eqcw-xkw

## Board Members

Name	Attended Meeting?
Linda Patsakos	Y
Jack Hubbert	Y
Judith Parker	Y
Todd Ingerto	Y

## Unit Owners

Name	Attended Meeting?
Mary Anne Peters	Y
Ken Gedaka	Y
Liz Nittolo	Y
Ed Finn	Y
Nicholas Fazzolari	Y

## Agenda

Discussion Topics	Person Responsible	Time Allocated
12/6/2022 Board meeting minutes.	Breakers Board	5 mins.
Update from the Treasurer.	Breakers Board	10 mins.
Follow up on outstanding action items and decisions from the 12/6/22 meeting.	Breakers Board	20 mins.
Open discussion – New Business.	Breakers Board	10 mins.

## Meeting Summary & Takeaways

1. 12/6/2022 Board meeting minutes.
  - a. Vote on approving meeting minutes via email.
    - i. Todd recommended that in order to provide homeowners with timely meeting minutes the Board should provide timely feedback and approve meeting minutes via email and then memorialize the minutes at the next Board meeting.
    - ii. Jack noted that there is a New Jersey law that mandates all voting be performed during Board meetings. After discussing options, the Board agreed to review and tentatively approve a draft of Board meeting minutes that will be sent to unit owners and then vote on approving the meeting minutes at the subsequent Board meeting
  - b. Todd stated that Board member character attacks will not be tolerated. It is unacceptable and unprofessional for a Board member to document their personal opinion that another Board member is “incompetent”. Name calling and harassing treatment will not be tolerated as it results in a toxic hostile environment.

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2. Update from the Treasurer.
  - a. Linda noted that all 2022 homeowner's dues are paid up and we have an overpayment from one homeowner in December. Linda clarified that the homeowner paid via PayPal and the payment came through after the account was cancelled with no information available to identify which unit owner submitted the overpayment.
  - b. Linda asked who will be approving the landscaping invoices beginning in the Spring, typically someone from the ARB will send the Board an email that the work has been completed satisfactorily.
  - c. Mary Anne responded that the ARB will select a contact that will send the approval.
  - d. Jack mentioned that the 2022 tax filing is due April 15, 2023, we will need an income and expenses statement as well as a 1099 – INT from TD North to complete the filing.
  - e. Todd noted that Linda can reach out to the Board if she needs help filing the Association's taxes.
3. Follow up on outstanding action items and decisions from the 12/6/22 meeting.
  - a. Linda will ask Liz to review the Breakers insurance policy and report back to the Board with outstanding questions.
    - i. Todd thanked Liz for performing a detailed analysis of the Association's insurance policy and documenting questions for our broker.
    - ii. Liz noted that we should ask our broker the questions outlined in her analysis such as the impact of the Association's incorporation status, clarify Board member coverage, ARB member coverage, construction exclusion, remove Cedar Crest Management, etc.
  - b. Once the Board reviews and agrees with the questions, Jack will seek responses to the outstanding questions.
    - i. The Board asked Jack to reach out to our insurance broker and obtain responses to the questions posed in Liz's evaluation in writing.
  - c. THE ARB will ask the landscaper for a quote to fix the raised sidewalk. THE ARB will inform COBRA to clean up the areas behind units 6 – 14, 4813 and 4815 during the upcoming fall cleanup.
    - i. Nick noted that the fall cleanup is complete
    - ii. THE ARB will follow up with Cobra Landscaping regarding the status of the quote.
    - iii. Mary Anne mentioned that we need to be careful, especially if the root of the tree needs to be removed since there's a potential that the tree will die and therefore need to be removed and replaced.
4. Open discussion – New Business.
  - a. Mary Anne reviewed several questions the ARB had regarding a recent modification request received from unit 4816.
  - b. The ARB will finalize the questions and send them out.
  - c. The Board agreed with this approach.
  - d. Mary Anne noted that a separate ARB email address will be created and communicated to homeowners to be utilized for modification requests and ARB business.
  - e. Todd agreed with this since the ARB should operate independently from the Board.

### Decisions Made/Needed:

<u>Responsible Party</u>	<u>Decision Made</u>	<u>Status</u>	<u>Date Due</u>

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<u>Responsible Party</u>	<u>Decision Made</u>	<u>Status</u>	<u>Date Due</u>

### Follow up/Action Items

<u>Action Item</u>	<u>Status</u>	<u>Responsible Party</u>	<u>Date Due</u>
Linda will ask Liz to review the Breakers insurance policy and report back to the Board with outstanding questions.	Complete	Linda Patsakos	1/08/2023
Jack will seek responses to the questions outlined in Liz's insurance policy analysis.	To Do	Jack Hubbert	TBD- Prior to the next Board meeting
ARB will ask the landscaper for a quote to fix the raised sidewalk and inform him to clean up the areas behind units 6 – 14, 4813 and 4815 during the upcoming fall cleanup.	Complete	ARB	12/11/2022