

BREAKERS HOMEOWNERS ASSOCIATION

REGULAR MEETING OF THE BOARD

September 28, 2019

St. Georges Pub

The regular meeting of the Association was called to order at 10:00 A.M.. The following Board members were present in person:

Frank Lardiere
Killraine Dean
Todd Ingerto
Jack Hubbert

Todd handed out suggested procedures for board meetings and board minutes. See attached. Jack expressed his disagreement with any Board procedure that distinguishes between open and closed board meetings. In his view all meetings of the board are open to attendance by unit owners and all minutes of the board meeting are open to inspection by unit owners. Jack expressed his opinion that there is no such thing as “open” or “closed” meetings in the Association bylaws. After discussion, the Board adopted Todd’s suggested handout 3 in favor and 1 against (Jack).

The next order of business was whether or not the Association should pay \$950 to re-instate its articles of incorporation with the NJ Dept of Revenue. After discussion it was agreed by all to table this agenda item until after the fall 2020 painting is completed so we can assess our cash position.

The next agenda item was a discussion of the renter rules and regulations. It was noted that renters are walking through unit owner property at all hours of the morning and night to and from the beach. After discussion it was agreed by all to update the renter rules and regulations to require a unit owner contact person be named so that renter issues can be addressed directly with the unit owners.

The next agenda item was a discussion of providing the unit owners with names and contact information for routine projects like cedar repair, door repairs and dryer vent cleaning. It was agreed by all to add this information to the Association web site.

The Board next reviewed a suggest dryer vent letter to go out to the entire community in light of the significant fire risk posed by clogged dryer vents. After discussion, it was agreed by all that Kiraine would revise the draft letter per comments at thee meeting and circulate to the community.

Todd then brought up the issue of pathways around the Breakers buildings. Jack

commented that Todd's proposal would amount to trespass unless we had unit owner consent. Todd disagreed with use of the word trespass. After discussion it was agreed by all that no pathways would be created or altered on any unit owner property without that unit owner's prior consent.

Meeting adjourned.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Jack Hubbert", written over a horizontal line.

Jack Hubbert, Secretary

Breakers HOA Meeting Cadence

1. President and/or Vice President will provide the Secretary with the meeting agenda.
2. Secretary will take meeting minutes utilizing the Microsoft Word meeting minute template.
3. Secretary will document action items, Board decisions and discussions around the agenda items.
4. Secretary will create two meeting minute drafts, one for "Open" and one for "Closed".
5. "Open" meeting minutes will contain high level documentation of discussion topics and decision made, details of how each Board member voted will be documented in the "Closed" meeting minutes.
6. "Closed" meeting minutes will contain all the details around the agenda topic discussions, action items, decisions made and Board member voting details.
7. Secretary will provide Board members with drafts of the "Open" and "Closed" Microsoft Word meeting minutes within 15 business days of the meeting.
8. Board members will review meeting minute's drafts and provide the Secretary with feedback within 5 business days of receiving the drafts.
9. All Board members are to approve meeting minutes prior to sharing with homeowners.
10. After receiving all Board member's approval, the Secretary will upload a PDF version of the "Open" meeting minutes to the current website as well as send a copy via email to all homeowners.
11. The Secretary will store a PDF version of the "Closed" meeting minutes in the HOA's document repository.
12. Board members will work to complete open action items and decisions to be made by the agreed upon due date.