

**THE GRANDE AT RANCOCAS CREEK CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MINUTES
February 6, 2024**

I. The February 6, 2024, meeting of the Grande at Rancocas Creek Condominium Association Board of Directors was called to order at 7:07 pm by Board President Chuck Stahl

Board members present: Anna Marie Vasta, Kathy Burke, Chuck Stahl, Lynda Lyons, John Engle

Board member absent:

Also present: Melissa Errickson & Amanda Insley, Pin Oak Community Management, LLC, Marie Manley, Hardenbergh Insurance, Sandy Schmidt, Esq, Sign in Sheet Attached with Residents Present Listed

II. General Business

- A. Approve Previous Month's Meeting Minutes – AnnMarie made a motion to approve the minutes of the November 7, 2023, meeting as presented, Lynda 2nd, Kathy & Chuck in favor, John abstained as he was not present at the November meeting.
- B. Financial Report – Melissa read the financial report to the members present. As of January 31, 2024, there was \$61,337.38 in operating account, \$507,184.87 in reserve account for a total cash position of \$568,522.21.
- C. Chuck announced that the vacant board position due to MariPat's resignation was appointed to John Engle by an affirmative vote of remaining board members. His term will expire on December 31, 2025
- D. Executive Board Positions – President - Chuck, Vice President - AnnMarie, Secretary - Kathy, Lynda Treasurer – Lynda, Member at Large - John

III. Old Business-

- A. PSEG Light Pole Repair – Melissa reported that the light that fell on the berm in front of the 200 bldg. and was ultimately removed by PSEG in September 2023 was finally replaced.
- B. Natalie/Bridgeboro Entrance Repairs – Melissa reported that the concrete work that needed to be done at the entrance of Natalie Road was completed to alleviate possible trip hazards.
- C. Sink Hole Repair – the sink hole in the grass at the corner of Natalie & Lawrence has been filled in again and Melissa will be reaching out to the County to see if there is an issue with the storm drains that keep causing this issue.
- D. Trash & Recycling Dumpster Replacement – Melissa reported that any trash dumpster with a broken lid was repaired or replaced.

IV. New Business –

- A. Insurance Premium Increase – Marie Manley from Hardenbergh Insurance Agency made a presentation to the board and residents present regarding the issues that have caused the insurance premium to increase an additional \$50,000 for 2024. Reasons included losses and pending losses that have been reported to the claims department.
- B. Management Contract – The Board explained that with Pin Oak's contract being up for renewal, they solicited bids from other management companies as well as Pin Oak. John motioned to accept Pin Oak Community Management, LLC management contract as presented for the term of 2 years

with no increase. The contract will be up for renewal again December 31, 2025. Kathy 2nd the motion, All in favor.

- C. Rules & Regulations Update (Harassment) – Melissa explained there was a rule update that was voted on in the September 2023 meeting that detailed the expectations from residents and board members during meetings and with interactions with contractors. Also, it was explained that the sign in sheet now included verbiage from the personal conduct rule on it so everyone was clear on expectations during meetings.

V. Open Forum -

- A. Chuck explained the responses from the notice that went out to the residents asking their opinions on options given to fund the insurance premium increase. The board discussed the opinions sent in. AnnMarie made a motion to keep the dues and special assessment the same for this year and fund the \$39,000 increase over the budgeted amount for insurance by taking it from the recent lawsuit proceeds. Kathy 2nd, All in favor.
- B. Connie Nielsen presented Chuck and the Board a petition signed by residents in the community requesting an ADR for the removal of Pin Oak Community Management and any Board member who was made aware of management's mishandling of the 2016/2017 Board election. After a lengthy discussion, the Association's Attorney, Sandy Schmitd, stated that he will be reviewing the petition as presented and will be responding to the petitioners with his legal opinion.
- C. Resident voiced concern about the handling of a neighbor-to-neighbor dispute that involved harassment. Melissa explained that an ADR was held with both parties in September 2022 and there have been no further incidents reported to management since the ADR was completed. The resident stated she will be forwarding information to Amanda regarding incidents that occurred after September 2022. Management will follow up with the resident.
- D. Resident inquired about cameras and if they are installed throughout the community as signs state. Melissa stated that many homes have ring type security cameras, but the association does not have cameras on common areas like the dumpsters due to the expense. The signs were installed after the issue the community was having with parts being stolen off resident's vehicles.
- E. Resident asked if monthly financials can be sent to the owners. Melissa stated that she will begin sending agendas & the unaudited monthly financial statement out with the meeting reminders prior to every open meeting.

Being no other business, the open portion of the meeting was adjourned at 9:35 pm.

Respectfully submitted, Melissa Errickson, Manager