

THE ESSEX PLACE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS
MINUTES
September 5, 2024

- I.** Roll Call - September 5, 2024, meeting of the Essex Place Condominium Association Board of Directors was called to order at 7:05 pm by Manager, Melissa Errickson
Board members present: Joe Letteri, Danielle Lawrence, Drew Higgins, Hilary Marshall
Board members absent: Verlyn Gibbons
Also present: Melissa Errickson & Amanda Insley, Pin Oak Community Management, LLC
Residents Present: sign in sheet attached.

II. General Business

- A.** Approval of May 9, 2024, minutes – Drew motioned to accept the minutes as presented, Joe 2nd, All in favor. The approved minutes will be posted on the community website following the meeting.
B. Financial Report – Melissa reviewed the Cash Position – Total Cash Position as of August 31, 2024 - \$1,234,371.91

III. Old Business

- A.** Patio Extensions – Melissa reported that the patios have all been removed that were installed without association permission and any resident that did not remove on their own, the landscapers did it and the expense to do so was added to the unit owner's account.
B. Retaining Wall Replacement – Melissa reported that the retaining wall was replaced as per the Board's decision. The project was inspected, and the work was completed as per the proposal to everyone's satisfaction.
C. Landscaping Project – Melissa reported that roughly 80 shrubs that were replaced in Phase 1 this summer did not survive due to the draught conditions and the inability to position sprinkler heads appropriately because of doors, window, or patio furniture so they will be replaced by Lindy's free of charge as they are under warranty. Lindy's will install as soon as the weather cools off enough to do so.
D. Painting & Power washing Project – Phase 2 – This work was completed as per the proposals and work was inspected and completed to everyone's satisfaction

IV. New Business

- A.** Tot Lot Repairs – Melissa reported that they will begin looking into the Tot Lot Committee to be formed as volunteers have been asked for but understands with busy summers and vacations no one has come forward. We will ask again in the budget mailing and see if anyone is interested. If not, then the board and management will take on the project.
B. Dog Park Area – Melissa reported that the online vote for a potential dog park area to be installed in the common area behind the fence along Ark Road and the basin showed the residents are not interested in this time. The dog park discussion has been tabled for the time being.
C. Comcast Cable Agreement – The board was presented with a contract from Comcast Cable to become the soul provider of cable for the next 10 years in return for a financial compensation from Comcast. The board discussed the pros and cons for the residents to be locked into using one service for such a long time and decided despite

the financial gain, it is not worth forcing residents to have only one option if in the near future there are other options for cable given to the community.

V. Open Forum

- A.** Resident noted that there are birds nesting in his vents for his microwave. Melissa stated she will put a work order in to have a cage put on top of all his vents in hopes of preventing this.
- B.** Resident brought up concerns about lack of notice for the meetings, stating that the NJ Condo Act required posting in a public place of all meetings of the community. Melissa stated that the Condo Act as well as the association's documents were written prior to the internet being used on a regular basis so some of the items are antiquated in both. Notices of meetings are mailed to residents in newsletters, posted online on the community's website as well as reminders are emailed to all owners. Melissa also stated that the Annual Meeting notice will be mailed out and posted to all residents.

Being no other business, the open portion of the meeting was adjourned at 7:59 pm.

Respectfully submitted,
Melissa Errickson, Manager