

Spruce Hills Condo Association  
01/16/2018 – Minutes – Open Session  
Spruce Hills Clubhouse  
100 Spruce Hills Drive  
Glen Gardner, NJ 08826

Call to Order: The meeting was called to order at 08:00 PM

Board Members Present:

Janet Traphagen - Vice President  
William Palaferro - Secretary  
Joe DeVergillo - Trustee  
Tim Todd - Trustee  
Michelle C. McCartney - Property Manager

Unit Owners Present

107 Michael Costa  
109 Jim Rispoli  
211 Robert Hart Jr  
503 Joh Reck  
802 T J Scollan  
1006 Fred Torlish  
1409 Lindsay Licionko  
1412 Mike Meano  
1705 Lauren Brown

Approval of Minutes: Motion to Approve the minutes from the Executive meeting of 01/02/2018 was made Joe DeVergillo by and seconded by Tim Todd. Motion passed unanimously.

Financial Report:

Saving Account	\$ 131,329.69
Checking Account	\$ 13,553.99
Capital Reserve	\$ 255,622.35

Motion to Accept the Financial Report was made by Joe DeVergillo and seconded by Janet Traphagen. Motion passed unanimously.

Motion to Approve monthly Bill List for Encumbrance, Petty Cash, and Checking was made by Janet Traphagen and seconded by Joe DeVergillo. Motion passed unanimously.

Motion to Approve the Audited Bills was made by Janet Traphagen and seconded by Joe DeVergillo. Motion passed unanimously.

A review of the snow rules and parking procedures was presented. Snow removal issues were explained.

Topic for discussion when meeting with Attorney – legality of setting a limit to the Owner/Renter ratio of Units was suggested.

Unit 802 owner complained about smoking by occupants in Unit 801.  
Topic for discussion when meeting with Attorney – legality to ban smoking by Renters.

William Palaferro and Unit 1412 owner discussed the use of Capitol Reserve Funds. Agreed an increase in value of the account is necessary while continuing to make improvements to SHCA property. Focus in 2018 will be necessary repairs and controlling costs; creating an affordable multi-year plan to upgrade and improve Buildings on SHCA property.

Next Open meeting to be held on 02/20/2018.

Motion to adjourn at 09:23 PM was made by Joe DeVergillo and seconded by William Palaferro. Motion passed unanimously.

Signed: *Janet K. Laphagna* Title: *President*  
*2/7/18*