2019:0059

Leisure Knoll at Manchester Association
4 Buckingham Drive North, Manchester, NJ 08759
Phone: 732-657-6661 Fax: 732-657-7433

BOARD OF TRUSTEES
OPEN MEETING
NOVEMBER 13, 2019

I. CALL TO ORDER 6:16 P.M.

II. PLEDGE OF ALLEGIANCE - Led by Gail Noonan, President with a moment of silence

III. ROLL CALL- President -Gail Noonan, Vice President -Bill Scarpone, Treasurer -Pat Shinners, Secretary -Karen Ferone, Trustees -Walter Cavanaugh, Fran Lupico and Vlad Kowaliwskyj and Mary D'ime', Community Manager

IV. GUEST(s) Bob Hueston – Legal Counsel for Association

V. REVIEW/APPROVAL OF MINUTES
October 9, 2019
Motion made by Bill Scarpone, Seconded by Fran Lupico All in Favor Gail Noonan, Pat Shinners, Bill Scarpone, Karen Ferone, Fran Lupico, Walter Cavanaugh and Vlad Kowaliwskyj

VI. TREASURER'S REPORT
Pat reviewed the Cash Flow Statement for November 13th as follows:

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$	273,876.11	* Included in Total	
			Oct-Nov Comm Cable	$ 55,852.17
			Oct-Nov Comm Bus	$ 14,290.65
			Nov - Trash Rmvl	$ 12,991.00
			Nov - Rsve Contrib	$ 68,292.00
			Nov - Lawn Svce	$ 62,513.60
Reserves	$	51,787.60	* Included in Total	
			Dock/Gazebo 2of3	$ 41,432.20
			Gates/Cameras	$ 10,355.40
Lawn & Snow	$	66,655.13	* Included in Total	
			Nov - Lawn Svce	$ 66,655.13

BALANCES AS OF November 11, 2019		CD's - RESERVES		
Operating	$ 867,097.88	$ 100,000.00	1.750 %	4/20
Reserves	$ 1,219,514.91	$ 159,000.00	2.00 %	1/20
Lawn & Snow	$ 612,035.22	$ 200,000.00	2.00 %	1/20
		$ 100,000.00	2.75 %	7/2

*Invoices of $ 10,000. 00 or more

Motion made by Fran Lupico, Seconded by Vlad Kowaliwskyj - All in Favor Gail Noonan, Pat Shinners, Bill Scarpone, Karen Ferone, Fran Lupico, Walter Cavanaugh and Vlad Kowaliwskyj

VII. PRESIDENT'S REPORT Gail gave an overview of the many questions asked. Will the Current Project increase my Monthly Fee? Repair and replacement of existing structures, equipment, amenities, etc. will be financed through our Reserve Fund. You might be asking what exactly is a Reserve Fund It is kind of alike a long-term savings account set aside for major expenses such as above. The lifespan of these times is determined by a Reserve Study done by a certified Engineering Company, which places a monetary value and life expectancy for these items placed on this list. For example: a new roof might have a life span of 25 years. This can vary due to many factors, but still reflects a good estimate. Major renovations such as Timberland Hall consist of multiple factors and repairs/replacement such as flooring, windows, doors, electrical work, sprinkler systems, furniture etc. Most of this work hadn't been done in 40 years. Get the picture. The Association collects approx. $68,000 per month that is deposited directly to the Reserves. This adds up to approx. $820,000 per year. So, with thoughtful and careful range planning by the Board of Trustees, all necessary projects can be financed through our Reserve account. This is what makes it possible to keep our community updated, functional and beautiful, thereby maintaining and even increasing our property values. So, to answer the original question, no there is no increase to monthly fees. To put it simply, this is why we have a Reserve fund. The Board of Trustees would be remiss in their duties if this practice was not followed. Of course, this is a very brief and simple explanation on this subject. If anyone desires a more complete in depth look at the Reserve Study, please do not hesitate to ask any Trustee or our Manager. We are all here to help you. Next month will be operating Funds.

VIII. MANAGERS' REPORT Mary discussed the upcoming Administrative Office move in preparation for the Lakeside Lodge Annex Project. The offices will close on Monday, November 25th through Wednesday, November 27th while the move happens. The phones will be monitored during this period. The Gatehouse will be taking calls for those wishing to ride the bus. The offices will then be closed Thursday, November 28th and Friday November 29th in observance of the Thanksgiving holiday. The offices will re-open on Monday, December 2nd in the Maintenance Building.

IX. MOTIONS

1. Proposal from Aggressive Power Systems/Oujo Electric
   To Install Backup Generator in Timberland Hall for a total of $ 46,595.77 from Reserves.
   Motion made by Walter Cavanaugh, Seconded by Vlad Kowaliwskyj All in Favor Gail Noonan, Pat Shinners, Bill Scarpone, Karen Ferone, Fran Lupico, Walter Cavanaugh and Vlad Kowaliwskyj
2. Proposal from Down to Earth
   To Refurbish the Community Common Islands – Noted not till all the leaves have fallen – for a total of $ 54,698.63 from Operating.
   Motion made by Pat Shinners, Seconded by Karen Ferone All in Favor Gail Noonan, Pat Shinners, Bill Scarpone, Karen Ferone, Fran Lupico, Walter Cavanaugh and Vlad Kowaliwskyj
3. Proposal from BTU Control
   To Renew Annual Maintenance Contract for a total of $ 4,147.72 from Operating.
   Motion made by Fran Lupico, Seconded by Bill Scarpone All in Favor Gail Noonan, Pat Shinners, Bill Scarpone, Karen Ferone, Fran Lupico, Walter Cavanaugh and Vlad Kowaliwskyj
4. Proposal from Awning Design
   To Replace Recreational Canopies for a total of $ 12,517.78 from Reserves.
   Motion made by Vlad Kowaliwskyj Seconded by Pat Shinners All in Favor Gail Noonan, Pat Shinners, Bill Scarpone, Karen Ferone, Fran Lupico, Walter Cavanaugh and Vlad Kowaliwskyj
5. Proposal from Johnson Baran
   For Concrete Replacements and Stump Removals for a total of $ 119,752.00 from Reserves.
   Motion made by Walter Cavanaugh, Seconded by Vlad Kowaliwskyj All in Favor Gail Noonan, Pat Shinners, Bill Scarpone, Karen Ferone, Fran Lupico, Walter Cavanaugh and Vlad Kowaliwskyj

X. COMMITTEE REPORTS

Pat presented Manny Caridad and Arlene Herenchak a gift card each on behalf of the Association thanking them for their many years of service to the community running Bingo. Pat said that many of our residents may know and to those who aren't aware, our Bingo Games will end on Nov. 20th. It was reported to us that it may start up again in the near future. Manny Caridad who has been in charge for the past 11yrs and Arlene Herenchack who has been in charge of all the financials and the state reports also for 11yrs so they both decided it was time to retire. Manny Caridad has spent many hours of his time setting up for the evening games 2 times a month, all for the enjoyment of all the bingo players. He would begin early afternoon and then return by 6:00pm and not go home sometimes until 11:00pm. Over the past 11yrs, Bingo has given the Association over $24,500. which was earmarked through our Activities Committee. He also has given back to the resident players over $36,000. Also, many times, as a way of giving back to the players, he would double the amount of the games.

XI. OLD BUSINESS
No Old Business

XII. NEW BUSINESS
No New Business

XIII. OPEN FORUM
There were no questions/comments from the floor

XIV. ADJOURNMENT
Adjourned 6:58pm

Respectfully submitted,

Karen Ferone

Karen Ferone, Secretary

2019:0063

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III. ROLL CALL

IV. GUEST(s)

V. REVIEW/APPROVAL OF MINUTES
1. October 9, 2019

VI. TREASURER'S REPORT
1. Statement of Cash Flow 11/13/19

VII. PRESIDENT'S REPORT

VIII. MANAGERS' REPORT

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1. Proposal from Aggressive Power Systems/Oujo Electric To Install Backup Generator in Timberland Hall
2. Proposal from Down to Earth to Refurbish the Community Common Islands
3. Proposal from BTU Control to Renew Annual Maintenance Contract
4. Proposal from Awning Design to Replace Recreational Canopies
5. Proposal from Johnson Baran for Concrete Replacements And Stump Removals

X. COMMITTEE REPORTS

XI. OLD BUSINESS

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XIV. ADJOURNMENT

2019:0064

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STATEMENT OF CASH FLOW

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