Leisure Knoll at Manchester Association
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BOARD OF TRUSTEES
OPEN MEETING
JUNE 9, 2021 VIA GO TO MEETING-VIRTUAL

I. CALL TO ORDER – The meeting was called to order by Vladimir Kowaliwskyj at 10:00 AM

II. PLEDGE OF ALLEGIANCE – Led by Janet Zelinski.

III. ROLL CALL - In attendance were Vice- President: Vladimir Kowaliwskyj, Treasurer: Karen Ferone, Secretary: Lynn Miller, Trustees: Pat Shinners, Fran Lupico, Janet Zelinski and Community Manager: Mary D'ime. President: Bill Scarpone was an excused absence.

IV. GUEST(s) N/A –

V. REVIEW/APPROVAL OF MINUTES

1. May 12, 2021 - Motion to accept the May 12, 2021 open minutes made by Pat Shinners and seconded by Karen Ferone. Motion passed, 5 approved, 0 not approved and 1 abstained (Bill Scarpone and Fran Lupico were absent on May 12th).

VI. TREASURER'S REPORT

1. Statement of Cash Flow 6/9/21 – Pat Shinners made a motion to approve the statement of Cash Flow 6/9/21. It was seconded by Karen Ferone. Accepted as presented subject to audit.

STATEMENT OF CASH FLOW

JUNE 9, 2021

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$	355,235.16	* Included in Total	
			Pool Mgmt 1,2,3	$ 56,481.88
			Insur Pckge 7/9	$ 10,506.00
			Jun Rsve	$ 68,292.00
			Jun Lawn	$ 62,455.90
			May-Jun Cable	$ 58,507.74

			May Member Fees	$	11,000.00
			Jun Trash	$	13,681.14
Reserves	$	- 0 -	* Included in Total		
Lawn & Snow	$	66,785.10	* Included in Total		
			Jun Lawn	$	66,593.60

BALANCES AS OF June 7, 2021

Operating	$	515,281.89
Reserves	$	1,728,242.34
Lawn & Snow	$	737,179.98

CD's - RESERVES

$ 200,000.00	0.050 %	6/21
$ 60,000.00	0.020 %	7/21
$ 240,000.00	0.050 %	8/21
$ 180,000.00	0.050 %	9/21

*Invoices of $ 10,000. 00 or more

VI. PRESIDENT'S REPORT – Since the most important report is about the re-opening, Vice-President: Vladimir Kowaliwskyj turned the meeting over to Mary.

VII. MANAGERS' REPORT – Mary D'ime stated that effective Monday, June 14th, Timberland Hall & the Association Office in Lakeside Lodge will reopen. The new Timberland Hall Hours will be a soft re-opening from 8 am to 8 pm. The association office hours will be 9 am to 4 pm.

Effective June 28th, pool reservations will no longer be required & the new pool hours will be 11 am to 7 pm to accommodate staffing. Also, effective June 28th, the exercise room session reservations will no longer be required & the new exercise room hours will be 8 am to 8 pm daily.

Effective July 6th, the Activities Calendar will resume including club meetings, regular/special events & Timberland Hall Hours will be 5 am to 11 pm (including the exercise room).

The BOT and Mary met with the Activities Committee and the Club Presidents last week and everyone was excited. The Presidents will then meet with their respective clubs to make this transition.

There will still be a couple of requirements: we still will ask for a declaration form (a new revised from will be made available. Old ones are still good). We will collect a supply of them at the entrance at Timberland Hall so that if you haven't signed one, the residents can complete them and put them in the lock box. Guests will still not be permitted at this time and we may revisit again in August. We will still have a gate attendant at the pool because we are still required to obtain contact tracing. The resident will have to sign in at the pool, have their resident's badge and ensure a form is completed. Reservations for the pool will continue as is until June 27th.

This will most likely be our last virtual meeting. Will try to make the next ongoing meetings in person but also include virtual at the same time so we have a hybrid style meeting.

IX. MOTIONS

1. Approval of Resolution Entitled "Adopting Guidelines for Member Participation at Board Meetings" – Pat Shinners made a motion to accept the Resolution Entitled "Adopting Guidelines for Member Participation at Board Meetings". Mary reread the motion in its entirety since Pat's voice was going in and out. Fran Lupico seconded it. 6 approved, 0 did not approve.

X. COMMITTEE REPORTS – Lynn Miller wanted to take a moment to say thank you to the compliance committee for all the work they do servicing 26 miles and 1626 homes given how few committee members there are. Lynn shared the count of the type of violations- 23 power washing and/or painting, 24 unkempt homes and 63 garbage at the curb. With the notification about garbage, many are now adhering to this rule.

XI. OLD BUSINESS- N/A

XII. NEW BUSINESS – N/A

XIII. ADJOURNMENT – Pat Shinners made a motion to adjourn the open meeting and Karen Ferone seconded it. 6 approved, 0 not approved.

Meeting adjourned at 10:20 AM.

XIV. OPEN FORUM

1. Arlene Herenchak, 1 Romford- asked if playing cards in Timberland Hall, will the release form be required. Mary stated that we prefer that everyone does. Forms will be left out front and hope people fill it out.
2. Roger Kleimisch, 1 Esher- working with township of Manchester who would like to work with 55+ residents to work on their sustainable committee. Roger was looking for volunteers.
3. Mark Mende, 52 Hastings- much of the discussion was not easy to listen to and had to be repeated. Mark asked if we will still have the hour gap when pool hours and reservations until June 27th? Also asked if the declaration form is illegal? Is the homeowner/association liable if the garbage men fall on our property or by the curb? Mary stated the gap of pool hours will no longer be necessary after June 27th but only for the time when the guard(s) have lunch. The declaration form does not violate HIPAA. Mary stated that there is also a piece of legislation still moving within the state Assembly that we hope passes and is signed by the Governor. If signed, it would take effect immediately. It would give associations immunity from these type of lawsuits and then we would not need the health declaration forms any longer. The question of the trash collectors' liability will be discussed with our attorney and will get back to everyone.

4. Patricia May, 10 Oakham – inquired about reservations at the pool. With the recent hot weather when she was at the pool, there were very few people at the pool at 3 different sessions. Called the office to make a reservation and spoke to Vicki about a friend who was turned away with only 2 people at the pool. Can residents be allowed in who don't make a reservation if there are few number of people at the pool? She felt communication has broken down between all parties. Mary explained the reasoning behind the way reservations were set up and that it is never a good idea to bypass the hierarchy as to how the pool and its staff handle their guidelines and directions.
5. Gail Noonan, 76 Red Hill- frustrated about making reservations especially those without computers. Seems calendar is not working properly. Has similar issues as Patricia. Inquired if it would help to hire a temporary just to do the reservations. Initially we did create a 4 day window because of the amount of paper work behind the scenes. We also needed a certain amount of lead time. For those calling in, we tried to keep it to one day since it has to be manually done. In order not to keep people tied up on the phone, we're trying to be flexible.
6. Bill & Diane Bivins, 10 Blackthorn- never came on the call.
7. Nancy Aumack, 24 Harrogate – inquired about grass cutting. Seems like they're coming every other week rather than every week. We contract for a total amount of cuts in the season. Sometimes the weather and other reasons prevents DTE from cutting as often. They also cut into the fall season and are held to putting all the items in the contract the residents are entitled to.
8. Chris Tubby, 45 Tarworth – is there any middle ground to get to the ultimate place sooner rather than later? One of the reasons for the dates we picked was due to the closing of most of the high schools.
9. Mark Mende, 52 Hastings- why are we waiting 3 weeks for something that can be done asap. Vlad answered due to the health dept. rules.
10. Chris Tubby, 45 Tarworth–confused on opening dates- which answer is correct- health dept. or staffing. Mary stated 1) dept. of health which governs the pool issued their last guidelines the end of May. Those changed a lot of requirements. That's when we're no longer required to take reservations, no longer required to do as many cleanings, no wearing of masks and occupancy limits. 2) staffing issue plays a rule such that we adhere to the changes and going to two guards rather than 4. A combination of both issues. Pick that date due to when schools get out.
    Also asked if it's possible to open to all people between the hours of 11-3 or 11-4 and still let those with residents hold to their times? Mary feels it would be very confusing and not that far off. Mary stated a robo call will be going out tomorrow.

Open forum adjourned 11:10 AM

Respectively submitted,

Lynn Miller

Lynn Miller
Secretary