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 MINUTES VIA GO TO MEETING 7:00 PM
JANUARY 12, 2022

I. CALL TO ORDER - The meeting was called to order by President- Karen Ferone at 7:00 PM.

II. PLEDGE OF ALLEGIANCE - The Pledge of Allegiance was led by Pete Marottoli.

III. ROLL CALL - In attendance were President: Karen Ferone, Vice-President: Vladimir Kowaliwskyj, Secretary: Lynn Miller, Treasurer: Pat Shinners, Trustees: Linda Murray, Pete Marottoli (audio only), Andy Passman and Property Manager: Mary D'Ime.

IV. GUEST(s) – N/A

V. REVIEW/APPROVAL OF MINUTES

1. December 8, 2021 - Motion to accept the December 8, 2021 Open minutes was made by Vladimir Kowaliwskyj and seconded by Andy Passman. All in favor 7-0.

VI. TREASURER'S REPORT

1. Statement of Cash Flow 1/12/22 - Motion to accept the January 12, 2022 Statement of Cash Flow was made by Lynn Miller and seconded by Linda Murray. All in favor 7-0.

STATEMENT OF CASH FLOW

JANUARY 12, 2022

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$	364,355.02	* Included in Total	
			Dec Rsve Contrib	$ 68,292.00
			FYE 9/30/21 Audit	$ 11,075.00
			Insur-Pckge 2 of 9	$ 11,176.00
			Dec-Jan Cable	$ 61,606.32
			Dec-Jan Trash	$ 27,738.89
Reserves	$	-0-	* Included in Total	$ -0-
Lawn & Snow	$	66,593.00	* Included in Total	
			Nov Lawn	$ 66,593.60

BALANCES AS OF January 10, 2022

Operating	$	795,664.38
Reserves	$	2,121,096.89
Lawn & Snow	$	301,098.45

CD's - RESERVES

$ 240,000.00	0.100 %	2/22
$ 200,000.00	0.100%	3/22
$ 200,000.00	0.025 %	6/22
$ 100,000.00	0.050 %	2/22

*Invoices of $ 10,000. 00 or more

VII. PRESIDENT'S REPORT – We are working very hard to keep our community and buildings open. Now that the Governor has called a state of emergency, we are asking everyone in order to keep our buildings open

to wear a mask mandate. This will help us to keep us at a minimum liability and our homeowners safe. Be sure to have the Waiver Form filled out and dropped off at the office. Phyllis Hanna has been updated on all the updates and is informing all the clubs/activities.
Karen wanted to thank Mary and DTE on the snow clearing last week. They did a terrific job.

VIII. MANAGERS' REPORT – Mary clarified the order in which streets are cleaned. Our first street this time will now be last. Updates for snow clearing are updated as often as Mary gets them. Mary places this information on both the website and channel 1971. Manny and Art are the supervisors responsible for the snow clearing. The office if not open is still picking up messages throughout the day.

IX. MOTIONS

1. Approval of the Proposal from Hueston McNulty PC For General Counsel Legal Services - Motion to accept the Proposal from Hueston McNulty PC for General Counsel Legal Services was made by Lynn Miller and seconded by Vladimir Kowaliwskyj. All in favor 7-0.

2. Acceptance of the Final Audit as Submitted by Mohel, Elliott, Bauer & Gass CPA for the FYE 9/30/21 - Motion to accept the Final Audit as submitted by Mohel, Elliott, Bauer & Gass CPA for the FYE 9/30/21 was made by Andy Passman and seconded by Lynn Miller. All in favor 7-0.

3. Adoption of the Resolution Entitled "Adopting Regulations on Service and Emotional Support Animals" - Motion to approve the Resolution: Adopting Regulations on Service and Emotional Support Animals was made by Vladimir Kowaliwskyj and seconded by Andy Passman. All in favor 7-0.

4. Approval of the Revised Proposal from Down To Earth for Lawn/Snow for the 2021-2024 Seasons - Motion to accept the approval of the Revised Proposal from Down To Earth for Lawn/Snow for the 2021-2024 Seasons was

made by Pat Shinners and seconded by Pete Marottoli.
All in favor 7-0. Pat stated that this only affects those on lawn/snow.

X. COMMITTEE REPORTS - Phyllis Hanna stated that there are now Thursday evening sporting events in the PAC. Shuffleboard, ping-pong and corn hole. It starts at 6 PM and be sure to wear a mask.

XI. OLD BUSINESS – N/A

XII. NEW BUSINESS – N/A

XIII. ADJOURNMENT - Adjournment: A motion to adjourn the open meeting was made by Karen Ferone. Meeting adjourned at 7:20 PM

XIV. OPEN FORUM

1. Gayle Brazda, 28 Knoll Circle- where will the credit be shown for the missed DTE pickup? Mary clarified that once she has the credit amount verified, it would be reflected in the next monthly Treasurer's Report under Trash.
2. Geoff Sharp- Geoff asked us to confirm that masks are now mandated for all events in the buildings? The answer is yes. Geoff mentioned he saw that you can put a coffee filter in your mask to increase protection.

Respectively submitted,

Lynn Miller

Lynn Miller
Secretary