Leisure Knoll at Manchester Association
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BOARD OF TRUSTEES
OPEN MEETING MINUTES 10:00 IN THE PAC
AUGUST 10, 2022

I. CALL TO ORDER - The meeting was called to order by President- Karen Ferone at 10:00AM.

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: Pete Marottoli, Linda Murray and Andy Passman; Property Manager: Mary D'Ime and Maintenance: Karen DiMatteo.

IV. GUEST(s)

1. Captain Joe Brown, Manchester Fire Department – The full time team just started July of last year. They also have EMS crew on Colonial Drive. Team was introduced and presented a power point and video on fire safety. Focused on fire prevention specifically older adult cooking fires and cooking stations. Majority of fires are cooking fires and in single family homes. Pamphlet was handed out and went over the safety tips. The team then responded to questions from the audience. Biggest take away- Never throw water on a cooking fire!!

V. REVIEW/APPROVAL OF MINUTES

1. July 13, 2022 - Motion to accept the July 13, 2022 Open minutes was made by Pete Marottoli and seconded by Andy Passman. All in favor 7-0. Motion Passed.

VI. TREASURER'S REPORT

1. Statement of Cash Flow 8/10/22 - Motion to accept the Statement of Cash Flow 8/10/22 was made by Linda Murray and seconded by Lynn Miller. All in favor 7-0. Motion Passed.

STATEMENT OF CASH FLOW

AUGUST 10, 2022

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$ 317,867.41		
		* Included in Total	
		Aug WM Add'l Incl Fuel	$ 14,057.75
		Jul-Aug Cable	$ 61,621.83
		Tree Repl	$ 17,737.07
		Insur Pckge Pymnt	$ 11,176.00
Reserves	$ - 0 -	* Included in Total	$ - 0 -
Lawn & Snow	$ - 0 -	* Included in Total	$ - 0 -

BALANCES AS OF August 8, 2022

Operating	$ 784,916.98
Reserves	$ 2,557,631.97
Lawn & Snow	$ 235,474.82

CD's - RESERVES

$ 240,000.00	0.450 %	9/22
$ 200,000.00	1.750 %	10/22
$ 245,000.00	0.850 %	10/22
$ 75,000.00	0.400 %	11/22
$ 245,000.00	2.250 %	1/23

*Invoices of $ 10,000. 00 or more

VII. PRESIDENT'S REPORT – Karen spoke about the AirBnb issue and assured the audience that the Board is being very active to stop what's going on in our community. It's with our legal team and Manchester is also working on the violation of the township ordinance. Karen wanted to clarify some information regarding the budget. We have two accounts operating and reserves. Operating is used to pay all of the monthly

expenses. Then $42 of our monthly fee goes to the reserves to do all the projects that need to be done in the community. We are funding the reserves appropriately. If there are any questions, please contact the office and do not rely on what's posted on various websites.

VIII. MANAGERS' REPORT - Still in the middle of the extended summer hours in the office to 7 PM with the last date being August 24th. Please remember to provide the office with updated emergency contact numbers. Mary reminded the residents that we have two candidates for two spots for the Board this year and also two write-ins. If there is someone you'd like to write-in, the resident is certainly able to do that. The absentee ballots are due in the Friday before the election and we will have two machines. It's important for the community to participate and understand what it means to vote. Lastly, Mary spoke about a resident that did not have an updated pool badge and verbally attacked the attendant. The attendant doesn't deserve that type of treatment nor did a resident in the pool. This won't be tolerated. The policy is we are going to notify that person that their ability to access the facilities are suspended.

IX. MOTIONS

1. Approval of the Proposed Budget FY Oct 1 2022 - Sep 30 2023 – Pat Shinners stated to the audience that if anyone had any additional questions following last week's detailed budget presentation, that a question may be asked. No questions asked. Motion to accept the Proposed Budget for FY Oct 1 2022 – Sep 30 2023 as presented was made by Pat Shinners and seconded by Vladimir Kowaliwskyj. All in favor 7-0 with comments made by Andy Passman (only 2 questions asked at budget meeting, Board votes on projects going forward). Motion Passed.

X. COMMITTEE REPORTS

1. Voting- Lynda Dowd spoke about the upcoming election. Only 1 homeowner in each house in good standing can vote. There are two candidates and two required write-ins. Lynda explained the process outlined in the Leisure Knoll News demonstrating with the two envelopes and the varying options on how to vote. Two machines will be made available. If a write-in is elected but doesn't wish to serve on the Board, the next person in line with the most votes will be elected. Any questions, please call Lynda Dowd who is in the book.

XI. OLD BUSINESS – N/A

XII. NEW BUSINESS – N/A

XIII. UPDATES –

1. Compliance- Pete spoke about the Compliance Committee. The committee are members of this community doing a job that many in our community don't want to do. Their job is to keep our community clean and beautiful which helps maintain our property values. If a resident receives a postcard, it's meant to be a reminder. The resident just needs to reply back in writing and put it in the mailbox and Compliance will note the status or contact the resident.

2. Buildings & Grounds- weather permitting, Appleby, Twyford and Turnbridge will start milling on Tuesday, August 16th. Paving starts August 22nd. Once paving starts, vehicles will need to be moved to another street. In addition Marlow will also need to move their vehicles.
4. Safety & Security- Lynn thanked the Manchester Fire Dept. again for their attendance and presentation. In addition, although all 21 counties in NJ are in a drought, Manchester has not yet stated anything about water restrictions. If that changes, residents will be advised. Anyone with a well can water at all times.
5. 50th Anniversary- Pat stated an adhoc committee will be presenting their plan to the Exec Board meeting on August 17th. Once it's approved, more information will follow likely in September. In addition, US Security will be doing a shredding on October 1st down by the lower lot. Will start at 9 am.
6. Leisure Knoll News- Karen thanked everyone who worked on updating and changing the look of the Leisure Knoll News. It looks great.

XIV. ADJOURNMENT - A motion to adjourn the open meeting was made by Pat Shinners and seconded by Pete Marottoli. Meeting adjourned at 11:07 AM.

XV. OPEN FORUM

1. Charles Jobes, 7 Leighton- when will new HOA rate will take effect? It will take effect on October 1st.
2. Michael Biddle, 78 Buckingham- had several questions
a. why is there no food allowed in the pool – We looked into trying this several times already and unfortunately sometimes there is food/crumbs left on the ground that brings ants, etc. and then it needs to be cleaned up. Right now, the rule remains.
b. residents will like music at the pool- the Board has already approved this and is looking into how and where this will be located.
c. any way to make an update to the gym equipment? Mr. Biddle should make an appointment with Mary to discuss.
d. called the office to sign the waiver when wanting to use a kayak and the office was unaware of the waiver. The office will be notified.
3. Leslie Terjesen, 94 Red Hill – with so little attendance at meetings, voting, etc., Leslie suggested trying to have volunteers go to residents home; particularly when it comes time to need the 2/3 vote for the consolidated Declarations. She also thought it might be a good opportunity to identify if there are residents that might be in need of assistance. Karen is interested in having a volunteer group to go to residents for the Declarations but to collect additional information may be difficult.
4. Neil Pontecorvo, 76 Dorset
a. where do we stand with the security at the back gate? We are a gated community, not a secured community. We are aware of the piggy backing, leaving the door gate open, etc. Everyone has to be responsible. We asked 3 companies to present proposals to the Board about updated security capabilities. We need to be responsible for our own community.

b. trying to get his front grass strip fixed. Was willing to re-sod but it belongs to the community. When the three streets that are being re-sodded, we will add Neil's address to the list.
5. Patty May, 19 Oakham- wanted to thank the Board for our action taken on the situation at the pool yesterday. Patty was one of the witnesses at the pool.
6. Corinne Bergen, 49 Hastings- mailed in a letter after an incident at the pool that happened on 7/4 where she felt that certain individuals went out of their way to embarrass her. On her way back, she states she saw food at other tables. Also wrote a letter on 7/15 with no response and followed up on the 28th and was told the website didn't work. Corinne is asking to allow food to be eaten at the pool and there are a variety of reasons why it might be necessary. Mary did reach out across the website about the issue with the chat box and also reached out to state we had the letter and it was going into the next board package. A response was constructed and will be sent out. The prohibition of the food is going to remain. Lynn replied that she saw Corinne's food first and did not single her out. Others were later told as well that were snacking. The Board is doing the best they can being they're not there 24/7 but our rule will stand.

Meeting adjourned 11:30 AM

Respectively submitted,

Lynn Miller

Lynn Miller,
Secretary