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 IN PAC @ 10:00 AM
JUNE 14, 2023

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

II. PLEDGE OF ALLEGIANCE - The Pledge of Allegiance was led by Vladimir Kowaliwskyj.

III. ROLL CALL - In attendance were President: Karen Ferone, Pat Shinners, Secretary: Lynn Miller, Trustees: Vladimir Kowaliwskyj, Linda Murray and Andy Passman, Property Manager: Mary D'Ime and Maintenance Manager: Jack Gregg. Vice President: Pete Marottoli was excused.

IV. GUEST(s) – N/A

V. REVIEW/APPROVAL OF MINUTES

1. May 10, 2023 - Motion to accept the May 10, 2023 Open minutes was made by Andy Passman and seconded by Linda Murray All in favor 6-0. 1 Excused

VI. TREASURER'S REPORT

1. Statement of Cash Flow 6/12/23 – Pat stated prior to discussing this month's Statement of Cash Flow, she wanted to correct her previous month's deposit amount commentary for the flooring in LL. It was 60% rather than 50%. Pat reiterated that the written Statement submitted last month was correct.
Motion to accept the Statement of Cash Flow dated 6/12/23 was made by Lynn Miller and seconded by Vladimir Kowaliwskyj. All in favor 6-0. 1 excused.

STATEMENT OF CASH FLOW
JUNE 14, 2023

BILLS PRESENTED FOR PAYMENT ARE:

Operating	$	417,548.11		
			* Included in Total	
			Jun Insur-Pckge	$ 12,200.00
			May-Jun Cable	$ 65,082.63
			Apr Member	$ 10,000.00
			Jun Pool	$ 17,899.00
			Jun Rsve Contrib	$ 68,292.00
			Jun WM Add'l Incl Fuel	$ 14,620.06
			Jun L&S Tr	$ 63,802.00
			Street Tree Repl	$ 16,201.67
Reserves	$	327,600.07	* Included in Total	
			Pool Engineering	$ 29,950.00
			Concrete & Stump Rmvls	$ 139,364.00
			Concrete Repl	$ 110,969.00
			Sewer Line Rprs	$ 31,928.40
			Shuffleboard Rehab	$ 11,400.00
Lawn & Snow	$	68,398.60	* Included in Total	
			Jun Svce	$ 68,398.60

BALANCES as of June 12, 2023

Operating	$	670,142.21
Reserves	$	2,456,986.64
Lawn & Snow	$	391,067.40

CD's – RESERVES (Incl in Rsve Bal)

$ 175,000.00	4.900 %	7/23
$ 175,000.00	3.850 %	7/23
$ 240,000.00	3.250 %	9/23
$ 175,000.00	4.900 %	10/23
$ 175,000.00	4.900 %	10/23
$ 238,000.00	4.600 %	1/24
$ 100,000.00	4.800 %	2/24
$ 200,000.00	4.200 %	4/24
$ 240,000.00	4.450 %	10/24

*Invoices of $ 10,000. 00 or more

VII. PRESIDENT'S REPORT – Buckingham paving will be delayed. Karen, Mary and Jack met with the new Mayor to confirm the prior Mayor's commitment and he agrees it's appropriate to consider the lines have to be done.
Pool design is being rehabbed. Can't change it a lot but the design will fit this community. There will be two entrances into the pool.

Karen, Andy and Lynn attended the Township Council meeting. It's urged for all residents to take time to attend the meetings which are held the 2nd and 4th Monday each month at 6 pm.
June 24th is Manchester Day

VIII. MANAGERS' REPORT – Mary reminded everyone that the office is now open the second and fourth Wednesday till 7 pm. This would help is getting bar code updates and pool pass updates. Mary is reminding residents to complete the bar code request which is in the June LK News page 12. We are changing to a new database system and to have sufficient number of codes to assign to residents. If you can't read the number, someone at the office would be happy to help you. Those wishing to run for the Board, their resume is due in the office by Friday, the 16th. Mystery Ride is scheduled for end of August and already half way booked. Call the office to sign up.

IX. MOTIONS

1. Approval of Proposal from Design Alternatives

To Replace Lakeside Lodge Flooring - Motion to accept the Approval of Proposal from Design Alternatives To Replace Lakeside Lodge Flooring was made by Pat Shinners and seconded by Lynn Miller. All in favor 6-0. 1 excused.

X. COMMITTEE REPORTS

1. Voting – Lynda Dowd – those wishing to run, have until Friday June 16th to hand in your resume. There will be two openings for 3 years. Election is on 9/12.
2. Pool/Voting – Andy Passman – encourage people to attend a town Board meeting. The pool is fully staffed and running well. Reminded everyone about the deadline to run for the Board.
3. Activities- Linda Murray- the first outdoor concert was well received even though it was chilly. The next one is scheduled for Sunday, 7/9 from 6-8 pm.
4. Safety & Security – Lynn Miller- reminded everyone to be sure their permanent and temporary visitors are current and updated on the GateKey system. Also, should add your vehicle information in the system. If anyone has any questions, please call the office and ask for Debbie.
5. Budget/Declarations- Pat Shinners- the budget is being worked on for the 23/24 policy year. The budget will then be presented to the Board for approval and then it will be presented the first Thursday in August.
With regards to the Declarations- we are preparing to go out to vote.
6. Buildings & Grounds - Vladimir Kowaliwskyj reminded everyone that there is still an opening in the common gardens. If interested, please see Vlad. The repair of storm drains on Buckingham is still going on and then will move on to Marston, Edgeware &

Harrogate. More speed bumps have been added on Buckingham. If speeding continues, we will continue to put up speed bumps. Any work done outside your home, please check with ACC to see if you need to submit a permit prior to the work being done.

7. Compliance- Karen Ferone- reminded residents to turn on their sprinklers. There are a lot of brown lawns. If you are having a problem or in the midst of getting them turned on or fixed, just call the office so you do not receive additional notices.

XI. OLD BUSINESS – N/A

XII. NEW BUSINESS – N/A

XIII. UPDATES –N/A

XIV. ADJOURNMENT - A motion to adjourn the meeting was made by Pat Shinners and seconded by Andy Passman. All in favor 6-0, 1 excused. Meeting adjourned at 10:30 AM.

XV. OPEN FORUM

1. Charlie Jobes, 7 Leighton- wanted to thank the Board and Activities Committee as well as the performer for the outdoor show.
2. Phil Falzarano, 3 Durham – inquired as to the status of the changes to the Declarations. Pat stated we had two meetings and the second meeting had the additions and the changes to the Declarations where any questions were welcome. Only 10 people showed up. Phil asked for a pdf version however we provided the material that the residents needed.
3. Chris Tubby- 45 Tarworth- stated nice job on the CDs and the rates. Are we comfortable with the Banks we use. All the CDs are in Banks that are FDIC insured up to $250,000.

Open Forum was adjourned at 10:35 am.

Respectively submitted,

Lynn Miller

Lynn Miller,
Secretary