Leisure Knoll at Manchester Association
4 Buckingham Drive North, Manchester, NJ 08759
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# BOARD OF TRUSTEES
# OPEN MEETING IN PAC @ 7:00 PM
# JULY 12, 2023

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: Pete Marottoli, Treasurer: Pat Shinners, Secretary: Lynn Miller, Trustees: Vladimir Kowaliwskyj, Linda Murray and Andy Passman. Property Manager: Mary D'Ime and Maintenance Manager: Jack Gregg.

IV. GUEST(s) – N/A

V. REVIEW/APPROVAL OF MINUTES

1. June 14, 2023 - Motion to accept the June 14, 2023 Open minutes was made by Linda Murray and seconded by Andy Passman. All in favor 7-0. Motion passed.

VI. TREASURER'S REPORT

1. Statement of Cash Flow 7/12/23 - Motion to accept the Statement of Cash Flow dated 7/12/23 was made by Pete Marottoli and seconded by Lynn Miller. All in favor 7-0. Motion passed.

## STATEMENT OF CASH FLOW
## JULY 12, 2023

BILLS PRESENTED FOR PAYMENT ARE:

| | | | |
|---|---|---|---|
| Operating | $ | 346,543.13 | |
| | | * Included in Total | |
| | | Jul Insur-Pckge | $ 12,200.00 |
| | | Jun Member | $ 10,000.00 |
| | | Jul Pool | $ 17,899.00 |
| | | Jun-Jul Cable | $ 65,082.63 |
| | | Jul Rsve Contrib | $ 68,292.00 |

| | | | | |
|---|---|---|---|---|
| | | | Jul L&S Tr | $ 63,664.00 |
| | | | Street Tree/Sod Repl | $ 22,151.34 |
| Reserves | $ 56,536.09 | | * Included in Total | |
| | | | Concrete Engineering | $ 13,678.77 |
| | | | Sewer Line Clean/Rpr/Repl | $ 42,857.32 |
| Lawn & Snow | $ 68,398.60 | | * Included in Total | |
| | | | Jul Svce | $ 68,398.60 |

BALANCES as of July 10, 2023

| | | | | |
|---|---|---|---|---|
| Operating | $ 506,249.28 | CD's – RESERVES (Incl in Rsve Bal) | | |
| Reserves | $ 2,481,845.27 | $ 175,000.00 | 4.900 % | 7/23 |
| Lawn & Snow | $ 386,332.80 | $ 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 – Karen spoke about several topics.

1. If a resident's electricity goes out, the resident should contact JCP&L directly. Please don't call the office. Maintain your account information handy.
2. The Board is waiting for the Township's Bond to repair the water main lines on Buckingham. That is why we are holding up the paving of Buckingham.
3. If a resident is having a problem with water main leak after hours, call the non-emergency police number.
4. We are working on the pool. The money will come from the reserves.

VIII. MANAGERS' REPORT – Mary spoke about several topics.

1. The Mystery Ride is full. August 30th and has a waiting list with approximately 10.
2. We are looking to replacing the pool this fall/winter. Both clubhouses have drawings of the current pool and proposed pool. Waiting for the engineer to return latest changes. Pool will be more rectangular, deep end will be eliminated and then two walk in sides with 5' at its deepest. Residents can send in comments or suggestions to the office.
3. Office is open during June, July and August on the second and fourth Wednesdays till 7.
4. Vehicle Bar code- if you haven't completed the form in the LK News, please complete it and send it to the office. August will be the last month. Effective September 1, our system will need to be turned off.

IX. MOTIONS – N/A

X. COMMITTEE REPORTS

1. Voting Committee - Announcement of Candidates for the 2023 Board of Trustees Elections- Lynda Dowd announced the 4 candidates for 2023 for two open spots 3 year term. Candidate nights on 8/24 at 7 pm in the PAC. Elections 9/12 from 3 pm-7pm. You can use the machines or paper ballots. Questions for the candidates can be submitted in the question box in TH.
   a. Philip Falzarano
   b. Claire Gauer
   c. David Glenn
   d. Ken Weisman
2. Marilyn Larsen, Compliance- if a resident receives a postcard from compliance and has a question or comment, please contact the office. Please don't take it out on the unofficial.
3. John McCarthy, Cookie Jar – made up of volunteers from our community. The Cookie Jar recycles Newspapers, magazines, books, phone books & cardboard. There are two trailers down in the lower parking lot, one for cardboard and one for the rest. Please use the plastic tubs at the end of each trailer for the convenience to place your recyclables. Tie your newspapers in manageable bundles. Cardboard should be broken down and flattened.
4. Linda Murray, Activities- there are two more outdoor concerts, 8/13 Bob Kuelik and Laurie T on Labor Day weekend. Look for the ads.
5. Andy Passman – please do not walk through TH if you are wet. The floors get slippery and we don't want people to fall. Pool goers should use the back parking lot. Pool passes can be obtained during the day in the office. The gate attendants are looking for valid pool passes. The lap lane is 75 feet long and was designed by a pool company with input from the Board. Please don't reserve tables and chairs and close your umbrellas when you leave.
6. Lynn Miller, Safety & Security- encourage the use of Gatekey system. Please review both your current visitors for updating and using the temporary visitor option for visitors. Videos on leisureknoll.net to help you. Please don't overrun the office with calls about the Back Gate. We know when it's not working and as you are aware we are still waiting for a part that will take several weeks. In the meantime, Jack is patching it as best he can.
7. Pat Shinners, Declarations- it's very important to get these done. We had 2 meetings with the residents. We highlighted all of the items that have changed or are new. The top new items are 1) optional lawn & service, 2) capital reserve (for new projects) will be updated to $75,000 in line with what things costs today, 3) home rental description in which after purchase, you must own the home for 2 years before renting and tenancy rules ( rent owed and age restrictions). We will need 2/3 from each of the three sections that comprise the community. The trustee ballot also will contain a Yes or No question to help start getting votes in. We will continue to have ballots in the LK News and will hold the ballot until we get the necessary votes.

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 Pete Marottoli. All in favor 7-0. Meeting adjourned at 7:50 pm.

XV. OPEN FORUM

1. Cornelius Wagner - 31 Greenwich – inquired about a letter he sent in last week about when a resident and/or guests needs a permit in order to park on the street. He stated this was required every night and very time consuming. The guard shack can only provide one overnight permit except on weekends. The office will provide a 3 day pass if necessary. Also, an error was made when the resident notified the office about his cars were disabled. Also, why were the speed bumps taken up during the winter and then put back. Feels the speed bumps should accommodate 25 mph but until such time that Buckingham is repaved with humps, the speed bumps will remain and drivers need to slow down.
2. Mike Magliocco - 14 Lambeth - concerned about the transition to the new Board members. Candidates will explain their background during candidates' night.
3. Nancy Cameron - 19 Hastings - concerned with the number of home owners workers in the neighborhood using the back basin as a bathroom. If it's a vendor we use, let us know. If it's a resident's worker, call the police – that's trespassing. Is there anything we can do to advise or alert residents to not go down that basin.
4. Barbara Tempsick - 27 Buckingham – thanked the Board for cleaning up the island on Buckingham.
5. Marc Mende - 52 Hastings- is inquiring to have the pool open on weekends for a couple of hours. We will take that under consideration.
6. Alex Flanagan - 3 Buckingham - thanked the Board to eventually place Buckingham with speed humps and changing the rule for Down To Earth. States we have a selective enforcement problem here using border line planting as an example where other homes have had it for years while her request was denied.
7. Phil Falzarano - 3 Durham – the Board is a thankless job but have a little consideration to residents that don't agree with the Board. Voice your concern.

Open Forum was adjourned at 8:20 pm. For additional detail, please refer to the recorded minutes on Leisureknoll.net or the community channel.

Respectively submitted,

Lynn Miller

Lynn Miller,
Secretary