

THE
VILLAGE  GRANDE®
AT ENGLISH MILL

**Board of Trustees Meeting Minutes
February 14, 2023**

The Board of Trustees Meeting of the Village Grande at English Mill Homeowners Association for February 14, 2023 was called to order at 6:30 pm by Board President, Jeanette Harris. The meeting was held in the Grande Room at 1 Village Grande Road, Egg Harbor Township, NJ 08234.

Secretary Sue Carey conducted a roll call that confirmed a quorum of Trustees including Sue Carey, Art Farnum, Jo-Anne Goldberg, Eileen Mayer, and Jeanette Harris. Also in attendance were Michelle Do and Michele Balch from DiLucia Management Corporation.

No changes have been made to the previously distributed agenda.

MOTION made by Eileen to adopt the agenda as amended seconded by Jeanette.

Vote: 5 in favor, 0 opposed

Resolved: Motion carried

The minutes of the meeting from December 13, 2022, were distributed in advance.

MOTION made by Art to adopt the meeting minutes as distributed and seconded by Sue.

Vote: 5 in favor, 0 opposed

Resolved: Motion carried

President's Report

- The Landscape Ad Hoc committee has been working diligently on reviewing and revising the scope of work for the upcoming landscaping contract. Residents are encouraged to reach out to the community manager to provide any landscaping feedback. Updates will be provided along the way.
- There is continued progress on researching the basins. More information will be provided during the meeting.
- Thank you to the Emergency Preparedness Committee and Safety Committee for their hard work and dedication in keeping the community safe.
- The pool contract is expiring, and the Board is currently sending out RFPs for the new year.
- The community manager and Jeanette attended a HOA Leader webinar called "The 12 Most Pressing Issues for HOA Boards in the New Year". The webinar touched base on inflation and the importance of budgeting. The Board remains cognizant of inflation and the budget when making financial decisions.

Treasurer's Report

Per a CAI financial webinar, incidental losses are a source of budgeting issues. The Board is monitoring the account balances and receivables to ensure that no incidental fees are incurred.

Board Goals – Update

Safety and Security

The Emergency Preparedness booklet was recently distributed in resident mailbox tubes. The committee is creating a master plan for the Board to follow. They have submitted all returned emergency 911 information to the EHTPD. Thank you to the Newsletter Committee for delivering the booklets. There will be an emergency contact sheet and an emergency services card provided in the upcoming newsletter. The emergency contact sheet is voluntary and the information on the sheet may be returned to the community manager who will update homeowner files with the provided information. A new resident directory will be printed and distributed this year to homeowners.

Boost Transparency and Communication

A “Conversation with Your Board” night will be scheduled for some time in March where homeowners may submit questions or comments in advance to the community manager. The questions and comments will then be submitted to the Board and answered at the “Conversation with Your Board” night.

Increasing Homeowner Participation

Election season is coming, and it is never too late to think about running for the Board. The election timeline has been posted on the resident portal and in the Clubhouse.

New Business

Approval of the Pool Pak Proposal

The PoolPak HVAC system, which moderates the dehumidification and temperature of the natatorium, is currently not working properly and needs to be serviced. The unit is essential to preserving the structure of the natatorium as it regulates moisture. The Board has received two proposals from Building Systems and Services in the amount of \$1,106 and H & H Construction in the amount of \$1,300. The Board has chosen to move forward with the proposal from Building Systems and Services and deny the proposal from H & H Construction. This expense will be coming from the Operations Account. MOTION made by Art to approve the proposal from Building Systems and Services for the repair of the PoolPak HVAC unit in the amount of \$1,106 seconded by Sue.

Vote: 5 in favor, 0 opposed

Resolved: Motion carried

Approval of Pull Alarm on AED Machine

The AED Machine will have a pull alarm installed. The pull alarm will immediately notify 911 and send dispatchers to the Clubhouse once the cabinet is opened. This is to help expedite the process of alerting the police so whoever is using the AED can focus on using the machine. A proposal of \$799.69 was submitted by Bevan Security, the current security system provider for the Clubhouse. This expense will be taken from the Operations Account.

MOTION made by Eileen to approve the proposal of \$799.69 for the installation of a pull alarm on the AED machine cabinet seconded by Art.

Vote: 5 in favor, 0 opposed

Resolved: Motion carried

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Price Plus Demonstration

Bill Giambatista presented a demonstration on how to access the preferred vendors list, also known as the price plus club, online. Handouts for the demonstration are available in the Clubhouse.

Old Business

Stormwater Basin Update

There is ongoing research on pricing and planning on basin remediation. Two proposals have been received for coir logs and one proposal received for HydroSox, a product recommended by Falcon Engineering. The proposals range from \$13,000 to \$29,000, which is much less than what was initially anticipated. Continued updates will be provided as more information is gathered.

Committee Updates

- **Maintenance** – Jeannette announced that the committee has been working hard on several projects in the Clubhouse. In January, the committee replaced the ceiling lights in the men’s and women’s bathrooms.
- **Special Events** – Sandy Kurman announced that there is a Talent Night in the works. Any interested neighbor is to reach out to Kathy Lynch.
- **Social Committee** – Sue announced that there is a Pizza and Dance party on Saturday, February 18th and a St. Patty’s Day party on Friday, March 17th.
- **GLC** – Sue announced that the committee is looking for volunteers should anyone be interested.

Trustee Closing Comments

The date of the next meeting is March 14th, 2023.

Adjournment

MOTION from Jo-Anne to adjourn seconded by Sue.

This meeting of the Board of Trustees has been adjourned.

Respectfully Submitted,
Michelle Do, Community Manager