

THE
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AT ENGLISH MILL

OPEN SESSION MEETING- VILLAGE GRANDE AT ENGLISH MILL

DATE: March 18, 2025

TIME: 6:30 p.m.

HANDOUTS:

- Financial Update March 18, 2025
- Board of Trustees – Meeting Agenda
- ACUA Fact Sheet

1. **Pledge of Allegiance:** Bob Kennedy called the meeting to order and asked all to rise for the Pledge of Allegiance.
2. **Roll Call** – Bob Kennedy asked Jo-Anne Goldberg for the roll call.
 - **President** – Bob Kennedy – present
 - **Vice-President** – Art Farnum – present
 - **Treasurer** – Eileen Mayer – present
 - **Trustee** – Abe Greenbaum – present
 - **Secretary** – Jo-Anne Goldberg – present
 - **Property Manager** – Tara Frontera – present

Bob Kennedy said there was a quorum.

3. **Approval of Agenda**

Bob Kennedy called the motion. Abe Greenbaum moved it, and Jo-Anne Goldberg seconded it. All were in favor and the motion carried.

4. **Approval of February 2025 meeting minutes**

Bob Kennedy called the motion. Abe Greenbaum moved it, and Eileen Mayer seconded it. All were in favor and motion carried.

5. **President's Report**

Bob Kennedy discussed six major items with the community.

- A. Workflow document
 - Continue to complete tasks
 - Completed more tasks but also added new ones.

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- B. Issues Covered – Bob said that many of these items will be discussed in more detail later in the meeting.
1. Plans for Memorial Day
 2. Plans for opening the pool
 3. Searching for a contractor to power wash the pool deck and furniture. Bob Kennedy said that the clubhouse will sparkle to avoid ACC writing it up.
 4. Scheduling the Men's club to help with setting up the chairs and tables around the pool.
 5. Some homes have a basement resulting in the need for ACC to update procedures for floating and elevating decks.
 6. Scheduling landscape committee with the new contractor. The meeting will take place next Tuesday at 2 p.m. in the clubhouse. Anyone interested in joining the committee please attend.
 7. Installing the two new wells.
 8. Removing the two old water meters associated with the new wells.
 9. Turning on the irrigation system.
 10. Bring back FYI sessions. Bob stated that the Men's club had two interesting sessions from the Atlantic County Sheriff and the Atlantic County Clerk and suggested we have similar guest speakers, as has been done in the past. Suggestion made to have Walt Sobkiw who designed the website to be the first speaker.
 11. Discussing as to when to start planning for next year's budget.
 12. VGEM Web site is up and running. Check out www.vgem.org
 13. Vaccine clinic – Eileen Mayer is coordinating the spring vaccine clinic. Acme pharmacy will be coming to the clubhouse on April 24 from 10 a.m. to 1 p.m. to administer the vaccines. Sign-up sheets will be in the clubhouse.
- C. Interviewed four landscape contractor and Down to Earth was selected because of their professionalism and ability to service our community. They have been in business for over 30 years. They also were the lowest bidder of the four interviewed.
- D. The landscape contractor was reviewed by our attorney, and he made some language changes. It is now with the contractor for their review and signature.
- E. We reviewed the bids of the contractors to fix the parking lot. It was done today.
- F. Discussed the need to repair indoor pool equipment with work done by Canale pools. This will be discussed later when it comes up for approval.

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6. Treasurer's Report

Eileen Mayer said she will present the report. She added that if anyone has a specific question to please forward it to Tara, the property manager, and she will forward it to Jim Lichtenwalner, the finance committee chairperson, for an answer.

Summary

Operating Expenses as of 1/31/25 are OVER budget by \$13,949.
 Operating Income as of 1/31/25 is OVER budget by \$16,261.

Current Expenses Account

Balance 1/1/25....\$119,224.
 Income.....\$103,000.
 Expenses.....\$50,010.
 Balance 1/31/25....\$172,214.

Liquidity

Current Assets (not including reserves) \$166,929.
 Current Liabilities..... \$66,128.

Other Account Balances

Replacement Reserves 12/31/24.....\$895,649.
 1/31/25.....\$906,878.
 Other Reserves 12/31/24..... \$114,567.
 1/31/25.....\$115,402.

Operations

Social Committee 12/31/24.....\$3,739.
 1/31/25.....\$3,747.
 Special Events 12/31/24.....\$9,036.
 1/31/25.....\$9,061.

Significant Budget Deviations

1. Income \$16,262 over budget
2. Utilities Expenses - \$34,780 over budget
3. Repair and Maintenance Costs - \$3,892.
4. Landscaping Costs - \$9,809. Underbudget
5. Irrigation Repair - \$2,484. Overbudget
6. Contracted Services - \$11, 345. Underbudget

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7. Committee Updates

A. Social Committee

Jo-Anne Goldberg, Liaison indicated that they would coordinate Memorial Day event. The Spring Fling is full. There is a waiting list.

B. Special Events

Will be bringing in “Gypsy Jazz” on Sunday, April 27, 2025. Flyers are in the clubhouse.

C. Senior Club

Will be sponsoring a bingo in April.

D. Bowling Club

Meets on Mondays at Kings Pin from 10 to 1 including lunch.

E. Dine Around

Has dinners four times a year. See Aileen Berg for details.

F. Maintenance

Abe Greenbaum said that toilet repairs were made, and they will be replacing the switch in the men’s sauna.

G. Landscaping

Will be meeting on Tuesday from 2 to 3 with the contractor. Volunteers wanted.

H. ACC

They met on 3/12/25 and will be meeting on 3/26/25. They approved 2 landscaping requests and 1 hardscape request. They will be looking at the wording for the decks. Reminder – any deck requires a township building permit.

8. Old Business

A. Landscaper – Bob Kennedy called the motion to approve Down to Earth as the community’s new landscaping contractor starting March 1, 2025 for \$387,269.26 per year for two years. The amount will come from the Operations account. Abe Greenbaum moved it and Jo-Anne Goldberg seconded it. All were in favor and the motion carried.

B. Community Domain – Walt Sobkiw has been asked by the board to help create and build the community’s website domain and custom email addresses for the board members and two members of the Finance Committee. Walt is forming a committee and will train the volunteers to help update and run the website.

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9. New Business

- A. Parking Lot Asphalt Repair – Bob Kennedy called the motion to approve Viking Seal Coating and Paving to repair the parking lot for \$4,927.14 to be paid for from Reserve. It was explained that this project required fixing several problems with the parking lot. Abe Greenbaum moved it and Jo-Anne Goldberg seconded it. All were in favor and the motion carried.
- B. Bob Kennedy called the motion to approve the 2024 Unqualified Audit.
- C. Bob Kennedy called the motion to approve the work that is needed for the indoor pool at the cost of \$3,175.00 which would come from the reserves account. This is needed because the mechanical parts are 15 to 16 years old and have reached their useful life. This is preventative maintenance. Abe Greenbaum moved the motion and Jo-Anne Goldberg seconded it. All were in favor and the motion carried.
- D. Bob Kennedy called the motion to purchase a new temperature control panel for the Men’s locker room sauna at the cost of \$516.10. This amount would come from the reserves account. Abe Greenbaum moved the motion, and Art Farnum seconded it. All were in favor and the motion carried.

10. Trustee closing comment

Jo-Anne Goldberg again thanked Walt Sobkiw for his work on the website. Everyone was reminded to submit any questions to Tara, so that the board can properly prepare to answer.

11. Adjournment

Bob Kennedy called the motion to close the meeting. Art Farnum moved it and Eileen Mayer seconded it. All were in favor and the motion carried.

Respectfully submitted,
Jo-Anne Goldberg, Secretary