



**Board of Trustees Open Session Meeting Minutes  
January 9, 2018**

The Open Session Meeting of the Village Grande at English Mill Homeowners Association for January 9, 2018 was called to order at 6:30pm by President, Jim Lichtenwalner. The meeting was held in the Grande Ballroom of the Village Grande at English Mill Clubhouse, located at 1 Village Grande Road, Egg Harbor Township, NJ.

A roll call was read by Cynthia Williams of DiLucia Management Corporation that confirmed the presence of the following VGEM Association Board Members: Jim Lichtenwalner, President; Betty Alberts, Vice President; Jeannie Eckard, Secretary; John Gallagher, Trustee; and Sam Salierno, Trustee. Also in attendance was Cynthia Williams and Kate Walton from DiLucia Management Corporation.

Jim confirmed that a quorum had been established. Jim reported that notice of this meeting was posted at the VGEM Clubhouse. It was also announced via the email and phone blast systems.

MOTION from Betty to adopt the agenda for today's meeting.

Vote: 5 in favor, 0 opposed

Resolved: Motion carried

MOTION from Sam to approve the minutes of the December 11, 2017 HOA Meeting of the Board of Trustees as printed and distributed to the members of the Board.

Vote: 5 in favor, 0 opposed

Resolved: Motion carried

**Manager's Report**

**Financial**

The following figures represent the bank account balances as of today:

- Operating Account – Uninvest Bank – \$140,497.29
- Capital Reserves – Merrill Lynch – \$528,901.78
- Other Reserves (working capital and maintenance) – Merrill Lynch – \$334,185,69



**Board of Trustees Open Session Meeting Minutes  
January 9, 2018**

**Operations**

- Transition Punchlist
  - Front signs are being worked on
  - Gutters, downspouts and fixtures need to be reinstalled
  - Card room wall was repaired, still needs finish work
- Indoor Pool
  - Some equipment issues: pumps, motors etc.
  - Health Department is requiring a pre-inspection
- Winter Storm Grayson - \$31,718.01
- New Well RFP – RFP revised and sent out to four bidders
- Pool RFP – Requests will be sent out this week

**Committee Reports**

ACC – Doug Groff reports that the ACC went through all of the rules and regulations. Any regulation that didn't concern the exterior appearance of the homes and properties was removed so it could be properly recorded in the Community Rules and Regulations. The Committee discussed exterior lighting at length and has made the recommendation to the Board that floodlights should only be installed on the rear of the homes.

**Old Business**

Community Rules and Regulations -

MOTION: Jeannie motions to approve revised Community Rules and Regulations as written. The proposed document was distributed to the community for comment. The two proposed changes are to prohibit persons under 19 from using the bocce courts and to prohibit the removal of furniture or equipment from the Clubhouse.

Vote: 5 in favor, 0 opposed

Resolved: Motion Carried



**Board of Trustees Open Session Meeting Minutes  
January 9, 2018**

ACC Rules and Regulations –

MOTION: Betty motions to approve the revised ACC Rules as written. Most of the changes were to remove regulations that didn't concern the exterior appearance of the homes and properties. Exterior lighting was clarified to prohibit flood lights on the front of the homes.

Vote: 5 in favor, 0 opposed

Resolved: Motion Carried

**New Business**

Contacting Policy and Procedure –

MOTION: Jim motions to approve Procedure 108 Contracting for Goods and Services and Policy 108 Contracting Policy as written. Jim thanks the Contracting Policy committee and the Policy Review Committee for their contributions.

Vote: 5 in favor, 0 Opposed

Resolved: Motion Carried.

Key Access Control –

MOTION: John motions to approve Procedure 127 Key Access Control as written.

Vote: 5 in favor, 0 Opposed.

Resolved: Motion Carried.

Meeting adjourned.

Respectfully Submitted,  
Cynthia Williams, Community Manager  
DiLucia Management Corporation