



**Board of Trustees Open Session Meeting Minutes
March 13, 2018**

The Open Session Meeting of the Village Grande at English Mill Homeowners Association for March 13, 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; John Gallagher, Trustee; and Sam Salierno, Trustee. Secretary Jeannie Eckard was absent. Also in attendance was Cynthia Williams 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 John to adopt the agenda for today's meeting.

Vote: 4 in favor, 0 opposed

Resolved: Motion carried

MOTION from Sam to approve the minutes of the February 13, 2018 HOA Meeting of the Board of Trustees as printed and distributed to the members of the Board.

Vote: 4 in favor, 0 opposed

Resolved: Motion carried

Manager's Report

Financial

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

- Operating Account – Univest Bank – \$183,309.45
- Capital Reserves – Merrill Lynch – \$538, 922.56
- Other Reserves (working capital and maintenance) – Merrill Lynch – \$338,643.88



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Monthly Dues are \$202.00 – many residents are still paying \$208. Please check your accounts for accurate balances.

Operations

- Transition Punchlist
 - Horton responded positively to the punch list prepared by our Maintenance Committee and has agreed to address most items within 30 days.
 - Board is finalizing a rebuttal to Horton's Transition Report response. This rebuttal will be sent to our attorney.
 - Board has met and incorporated comments from the Transition Committee into the Phase III Report. Comments will be sent to Falcon Engineering for revisions.
- Board and Management have thoroughly reviewed the new Bather Code. Board is prepared to award a contract to a Pool Management company, but still has some research and outstanding questions to answer.
- New Irrigation Well
 - Contractor has applied for all permits. Construction will start approx. April 1st
- Board, Management, and Landscape Committee has met with Outdoor Décor for a season kickoff meeting. Some changes:
 - Mowing days WEDNESDAY AND THURSDAY. This will cut down on weekend operations.
 - All employees will wear reflective safety vests.
 - Operations will consist of two, four-man crews, each with one supervisor
 - Approximate application schedules and MSDS will be emailed and posted.
 - Notice/reminders will be emailed 48 hours in advance of applications. Weather may impact exact dates/times.
 - Irrigation Pilot Program – Board and LC will work with Outdoor Décor to select areas of the community to shut off strategic sprinkler heads to try and cut down water in the side yard swales.
- Management solicited quotes from three local insurance agencies and met with the agents to provide information for new quotes.



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Maintenance

- Installed LED bulbs in all recessed fixtures.
- Installed additional robe hooks in Indoor Pool and Locker Rooms.
- Replace the Women's Locker Room shower handicap seats.
- Installed new shower heads in all showers.
- Tightened all toilets in restrooms.
- Performed inspection of Natatorium and Stonework and created punch list
- Assisted Manager with cost estimates for transition items.

President's Report

Jim reports that the Board is working closely with our attorney to put together our case to negotiate with Horton. We are carefully timing our response with the repair work that they have already agreed to. Our case will include repairs made by the HOA and will be supported by invoices and estimates.

Jim also adds that the Irrigation Pilot Program will entail turning some heads off and switching out heads to low volume output.

He asks everyone to sign up for Spring Clean Day on April 21, 2018. Last year was very successful and he encourages everyone to come out again.

Finally, he encourages everyone to sign up for phone blasts so that real time notifications can be sent to the community.

Committee Reports

GLC – The committee reports that a group of residents met with the developer of the parcel of land on High School Drive and asked that they consider some deed restrictions that would benefit our community. They will communicate the developer's response when received. They are also working on a traffic plan for Dahlia Road.



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Landscape Committee – The committee met for their season kickoff meeting. They recommend to the Board to mulch the curb trees to promote uniformity. They state that the new well will save approximately \$5,000 per year in water costs.

T3 – The Technology Task Team will be sending out a survey regarding the future technology plan for the community.

New Business

Pool Management Contract -

MOTION: John moves to approve a contract with American Pools for pool management services for the Indoor and Outdoor Pool for the 2018-2019 seasons. The Outdoor Pool contract is for \$19,995.00 each year. The Indoor Pool contract is \$21,544.00 for the remainder of 2018 and \$32,316.00 for 2019. The contracts do not include lifeguarding services but are for a pool attendant who will be responsible to open and close the pool, check passes, enforce rules and perform water quality testing and services. Lifeguard services would cost \$16,000 more each season.

Vote: 4 in favor, 0 Opposed

Resolved: Motion Carried.

Insurance Quotes

MOTION: Sam moves to approve a quote from C. J. Adams Insurance Company in the amount of \$15,841. This represents a savings of \$12,303.88 over our renewal quote with Associations Insurance Agencies Inc.

Vote: 4 in favor, 0 Opposed.

Resolved: Motion Carried.

Meeting adjourned.

Respectfully Submitted,
Cynthia Williams, Community Manager
DiLucia Management Corporation