



**Board of Trustees Open Session Meeting Minutes  
June 12, 2018**

The Open Session Meeting of the Village Grande at English Mill Homeowners Association for June 12, 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. The assembled residents stand for the Pledge of Allegiance.

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 were Cynthia Williams and Anne Macy 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 Sam 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 May 8, 2018 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

**President's Report**

Jim reports that Joe Carluccio was not at last month's volunteer appreciation night so he asks him to stand up to be recognized for receiving an Outstanding Volunteer Award. He also reports that the Garden Club completed the milkweed project in the basins. Several committees have openings, there is a sign up sheet in the back of the room. There are two new clubs being formed: a Price Club and a Transportation Service Club, keep an eye out for emails with details on both.



**Board of Trustees Open Session Meeting Minutes  
June 12, 2018**

**Manager's Report**

**Financial**

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

- Operating Account – Univest Bank – \$114,861.89
- Capital Reserves – Merrill Lynch – \$563,797.70
- Other Reserves (working capital and maintenance) – Merrill Lynch – \$346,117.59
- Monthly Dues are \$202.00

**Delinquencies/Foreclosures**

- Arrears balance \$42,364.23
- Monitored the three homes in foreclosure and one bank-owned property (account for \$37,000)
- 382 eligible to vote in election
- Sent out 60 Day Notices

**Governance**

- Discussed the need for a regulation regarding the use and access of the basins.
- 38 ACC violation notices were sent out to date.
- 5 Rules and Regulations violation notices were sent out.

**Operations**

- Outdoor Pool – some maintenance issues from last season put us behind
  - Liquid Chlorinator line installed to improve water quality
  - New Pump and Motor installed to improve filtration and circulation
  - Most of the new furniture was delivered, new tables will be here on June 20<sup>th</sup>.
  - No Lifeguard on Duty – opting for exempt status, letter sent to community.
- Indoor Pool – Hours remain the same
- Irrigation – Lightning damage to the irrigation system in Phase III has been repaired. Extensive damage to timers, valves, wiring and piping
- Coordinated with Outdoor Décor and Water Central to repair well at 383 Sunflower Road.



**Board of Trustees Open Session Meeting Minutes  
June 12, 2018**

- Coordinated with Water Central to locate and raise West Well at retention basin
- Coordinated with Black Lagoon to repair two fountain pumps and assemblies at retention basins.
- Clubhouse gutters have been cleaned.
- Parking lot was seal coated and line striped.
- Clubhouse and outdoor furniture were power washed.
- Approx. 20 dead or dangerous trees cut down in common property.
- 38 ACC applications reviewed and processed.
- Met with DEP Inspector for Irrigation wells, Well Monitoring application completed, and Water Use Regulation Modification submitted. Permit tags ordered for all wells.
- Assisted Landscape Committee with Green Forms, performed site inspections.
- Assisted Election Committee with mailings, collected and audited ballots.

**Real Estate Transactions**

Processed title company requests:

- 114 Violet Drive – White to Bagby
- 12 Primrose – Atkinson to Cefalone
- 320 Sunflower – Barrera to Field

Received settlement checks, set up new owners, and held Orientation meetings with:

- Louis and Irma Natale – 101 Bluebell Drive
- Debra Nealy and James Lehman – 9 Marigold Circle
- Cathleen and Jim Young – 318 Sunflower
- Arturo Barrera – 320 Sunflower Drive

**Communications**

- Memo regarding the review of documents and HOA insurance policies was drafted and sent.
- Memo regarding Financial Operations and Accounting was drafted and sent.
- June edition of the Grande Gazette was edited, printed and delivered.
- 28 Email announcements were sent.

**Maintenance Committee**

- Outdoor furniture and canopy were set up by volunteers



**Board of Trustees Open Session Meeting Minutes  
June 12, 2018**

- Exterior pool gates were repaired
- Grande Room doors were realigned
- Three valves replaced in indoor pump room
- Raised and leveled drains in pool concrete
- Built finger boards for Billiards Room

**New Business**

Access to Detention and Retention Basins – the Board is considering a regulation to formally restrict access to the six basins in the community for the safety of residents and their guests.

MOTION: John moves to table the motion to restrict access to the basins except for authorized maintenance until the next Board Meeting.

Vote: 5 in favor, 0 opposed.

Resolved: Motion Carried.

Residents are encouraged to review the proposed motion and send in their comments or concerns to the Manager before the next meeting.

**Election Results**

All eligible ballots were counted and recorded and constituted a quorum for a valid election. The three candidates with the highest number of votes in alphabetical order are Jim Lichtenwalner, Bern Roswell and Sam Salierno.

The Board thanks exiting Board Member Jeannie Eckard for her time and dedication to the Association during her term.

Meeting adjourned.

Respectfully Submitted,  
Cynthia Williams, Community Manager  
DiLucia Management Corporation