



**Board of Trustees Open Session Meeting Minutes
July 10, 2018**

The Open Session Meeting of the Village Grande at English Mill Homeowners Association for July 10, 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; Bern Roswell, Treasurer; John Gallagher, Secretary and Sam Salierno, Trustee. 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 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 June 12, 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 the Board held a reorganization meeting after the election and selected trustee positions. There will be a "Welcome to HOA Living" presentation on August 7, 2018 at 6:30pm.



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Treasurer's Report

Bern reports that DiLucia Management has provided the Board with a draft budget. The Finance Committee will meet soon to review the budget. The balances of the various club accounts are routinely updated and posted across from the Manager's office.

Manager's Report

Financial

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

- Operating Account – Uninvest Bank – \$127,176.92
- Capital Reserves – Merrill Lynch – \$568,224.50
- Other Reserves (working capital and maintenance) – Merrill Lynch – \$347,365.84
- Monthly Dues are \$202.00

Delinquencies/Foreclosures

- Arrears balance \$46,077
- Monitored the three homes in foreclosure and one bank-owned property (account for \$38,000). No sheriff sales scheduled.
- Sent out 60 Day Notices as necessary.

Governance

- Updated and formatted Community Rules and Pool Rules
- Updated and formatted ACC Rules
- Discussed access to basins with attorney and Board to finalize regulation

Operations

- Outdoor Pool – Coordinated with American Pools to have filter sand replaced. Met with them to discuss training of staff and pool rules and regulations.



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- Indoor Pool – Hours remain the same.
- Coordinated with D. R. Horton for indoor spa leak detection services.
- Assisted ACC to review and process 18 ACC applications.
- Assisted Landscape Committee with Green Forms, performed site inspections.
- Coordinated with D. R. Horton for replacement of tile in Clubhouse foyer.
- Coordinated with insurance adjuster for lightning damage claim.
- Met with Board for Workshop Sessions.
- Finalized Landscaping and Irrigation RFPs.
- Coordinated with Falcon Engineering for Transition Inspection of Clubhouse.

Real Estate Transactions

Processed title company requests:

- 14 Tulip Avenue – Moffit to Dickerson

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

- Peter and Theresa Bagby – 114 Violet Drive
- Michael and Maria Dickerson – 14 Tulip
- Carol Field – 320 Sunflower

Communications

- Memo regarding landscaping and irrigation services was drafted and sent.
- 32 Email announcements were sent.
- Updated Resident Directory

Old Business

Access to Detention and Retention Basins –

MOTION: John moves to approve the following regulation: For safety and liability concerns, Owners, Residents and their Guests are prohibited from entering into the fenced area of any basin. Access is for authorized maintenance only.

Vote: 5 in favor, 0 opposed.

Resolved: Motion Carried.



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New Business

The Board has approved the appointments of volunteers to various committees. The Board has also approved the new 2018-2019 Meeting Schedule.

CPR and AED Training –

MOTION: Jim moves to allocate \$300 to holding a CPR and AED Training Class for the residents. More information and details to follow.

Vote: 5 in favor, 0 opposed.

Resolved: Motion carried.

Meeting adjourned.

Respectfully Submitted,
Cynthia Williams, Community Manager
DiLucia Management Corporation