



**Board of Trustees Open Session Meeting Minutes
August 14, 2018**

The Open Session Meeting of the Village Grande at English Mill Homeowners Association for August 14, 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 stood 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 were 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 Sam to adopt the agenda for today's meeting.

Vote: 5 in favor, 0 opposed

Resolved: Motion carried

MOTION from Jim to approve the minutes of the July 10, 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 reported that the Board and Cynthia have been negotiating and communicating with D. R. Horton on Transition items. The first report details 76 recommendations and of that Horton has agreed to 70; five are pending; one they have denied responsibility for. There are supplemental reports and work orders that will also be considered, but so far communication has been very productive. Residents will see a lot of work being done around the Clubhouse in the next few weeks.



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The Landscaping and Irrigation Request for Proposals have been sent out to multiple contractors. Bids are due back mid-September.

Treasurer's Report

The following figures represented the bank account balances as of the meeting:

Operating Account	\$42,251.48
Committees	\$6594.55
Clubs	\$9128.94
Capital Reserves	\$572,807.83
Other Resv (Def Maint & Transition)	\$348,655.17

Manager's Report

Delinquencies/Foreclosures

- Arrears balance \$41,890
- 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

- Community Rules, Pool Rules and ACC Regs were delivered to each home.

Operations

- Receivables were posted and deposited.
- Processed contractor invoices and utility bills.
- Coordinated with D. R. Horton to address Transition Items.
- Coordinated with Falcon Engineering for Transition Inspection of Clubhouse.
- Assisted ACC to review and process 6 ACC applications.
- Assisted Landscape Committee with Green Forms, performed site inspections.



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- Coordinated with insurance adjuster for lightning damage claim.
- Met with Board for Workshop Sessions.
- Landscape RFP packages were sent out.

Real Estate Transactions

Processed title company requests:

- 22 Primrose – Johnson to Heller
- 13 Primrose – Jackson to Vieth

Meeting adjourned.

Respectfully Submitted,
Cynthia Williams, Community Manager
DiLucia Management Corporation