

Fox Chase IV - Phase I Condominium Assoc. Inc.

**c/o SURF SITE MANAGEMENT, LLC ♦ 39 Main Street
Bradley Beach, NJ 07720-1027 ♦ 732-869-4450**

Open Board of Directors' Meeting RECAP/NOTES

DATE/TIME/PLACE OF MEETING: February 15, 2017
7:00 PM
32 Saratoga Court
Tinton Falls, NJ 07753

PURPOSE: Open Board of Directors' Meeting

BOARD MEMBERS PRESENT: Lynda Barrood – Silva, Trustee
William Frusco, Trustee
Mary Danish, Treasurer
Blaine Williams, Secretary

Gus Meitzner, Community Manager

DESCRIPTION OF DISCUSSION:

1. With a quorum of Board Members in attendance, the Open Board of Directors' Meeting was called to order.
2. The recaps from the November 16, 2016 meeting were reviewed. Lynda Barrood-Silva made a motion to approve the recaps. Seconded by Mary Danish, with all in favor, the motion was approved.
3. Management reviewed end-of-year through December 31, 2016 financials. Gus Meitzner indicated the end-of-year audit for 2016 was in progress.
4. Management reviewed financials as of January 1, 2017. The status of the 2017 Budget was reviewed.
5. The Board and Management discussed collection efforts including a recent notice of application for wage execution.

6. A proposal from A&N Powerwashing was reviewed. Prior expenses paid for powerwashing in 2012 and 2014 were discussed. Gus Meitzner indicated a proposal from A+ Powerwashing remains outstanding. The Board voted in favor of moving forward with the powerwashing project prior to arrival of the summer season with A&N Power Washing.
7. Management advised the Board that Liberty Lines Seal Coating provided an estimate for driveways that services Unit 6-8 and Units 17-19, 37-39, 41-43 and 45-47. The Board voted in favor of the seal coat project with Liberty Lines.
8. Management provided Snow Clearing, Landscaping and Irrigation bids from the following:
 - Green Mile Designs, Inc.
 - Good Mowin, Inc.
 - By Design Landscapes, Inc.
 - CRA Site, Lawn & Land Development, Inc.

The Board discussed prior performances of service provided by Green Mile and CRA Site. The Board voted in favor of services to be provided by CRA Site, Lawn & Land Development for landscaping, irrigation and snow removal for the 2017 season. Additionally, it will be mandated the owner of CRA site attend Board Meetings, including a special landscaping meeting, to be held on June 21, 2017. The Owner of CRA Site must also be present during the installation of mulch due to errors and concerns of the past.

9. Management provided Fertilizing and Tick Control bids from the following:
 - CRA Site, Lawn & Land Development, Inc.
 - TruGreen

The Board discussed services and voted to proceed with CRA Site to perform landscaping services and TruGreen to provide fertilization services.

10. Board Members indicated the panels around the irrigation controller remain down. Management stated a Work Order was remitted to Advanced Restoration.
11. Dryer Vent cleaning for 2017 was discussed. Management is in the process of distributing memorandums to all Owners.
12. The next meeting will be held May 17, 2017, at 25 Saratoga Court.

13. With no further business, the meeting was adjourned.