

Fox Chase IV - Phase I Condominium Assoc. Inc.

c/o SURF SITE PROPERTY MANAGEMENT ♦ 201 W. Sylvania Avenue – Suite 1
Neptune City, NJ 07753 ♦ 732-869-4450

Annual Meeting and Open Board of Directors' Meeting RECAP/NOTES

DATE/TIME/PLACE OF MEETING: May 17, 2017
7:00 PM
25 Saratoga Court
Tinton Falls, NJ 07753

PURPOSE: Annual & Open Board of Directors'
Meeting

BOARD MEMBERS PRESENT: Lynda Barrood – Silva, Trustee
Gary Eicken, President
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. A quorum of Unit Owners was not present to officially conduct an Annual Meeting.
2. The recaps from the February 15, 2017 meeting were reviewed. Lynda Barrood-Silva made a motion to approve the recaps. Seconded by Gary Eicken, with all in favor, the motion was approved.
3. Gus Meitzner indicated the end-of-year audit for 2016 was completed.
4. Management reviewed financials as of April 30, 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. Management provided information related to recent sales within the community.

7. Various concerns regarding landscaping from residents were reviewed by the Board. The Board agreed to meet Chris from CRA Site, Lawn & Landscaping on June 21, 2017 to perform a walk through of the common grounds to determine which trees needed removal. It was stressed all stumps need to be removed following prior tree removal efforts. Other landscaping concerns such as dead grass areas will also be addressed at that time along with performance of 2017 landscaping. Standing water between units 23 and 25 will also need to be evaluated.
8. Management reviewed proposals from A&N Power Washing and A Plus Power Washing with the Board. Prior costs for power washing in 2012 and 2014 were also reviewed. Upon discussion, the Board unanimously voted in favor of retaining A Plus Power Washing. Gus Meitzner was asked to schedule the job prior to the installation of mulch by the landscaper within the community.
9. Gus Meitzner provided a Mulch & Prune chart as of May 17, 2017. The chart indicated which owners have requested to have mulch and pruning of the garden beds associated with their homes.
10. Management presented the following Property Report as of May 17, 2017:
 - Water infiltration in Master Bath Unit 7 - Sealed leak on roof.
 - Roof leak Unit 31 – Sealed around vent and roof boot.
 - Water infiltration Unit 9 – Sealed around vent and roof boot and above garage.
 - Installed new panels and gate at irrigation controller.
 - Cleaned clogged gutters and downspout at Unit 19.
 - Removed three (3) trees that fell during a storm.
 - Water infiltration #31 – Sealed around window.
 - Water stains in bathroom ceiling #12 – Sealed around vent and roof boot.
 - Removed stump at #11 and planted Leland Cypress.
11. Gus Meitzner provided a chart of Dryer Vent Cleaning as of May 17, 2017. Management will direct letters to those who have not responded as a reminder.
12. The next meeting with the landscaper will be held June 21, 2017, at 25 Saratoga Court. The next Open Board Meeting will be held September 20, 2017 at 32 Saratoga Court.
13. No Members of the Association present at the meeting volunteered to become a Board Member.
14. With no further business, the meeting was adjourned.