

# 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

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DATE/TIME/PLACE OF MEETING: May 22, 2019  
7:00 PM  
25 Saratoga Court  
Tinton Falls, NJ 07753

PURPOSE: Annual Unit Owners and Open Board of  
Directors' Meeting

BOARD MEMBERS PRESENT: Lynda Barrood – Silva, Trustee  
Gary Eicken, President  
William Frusco, Trustee  
Mary Danish, Treasurer

Gus Meitzner, Community Manager

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### DESCRIPTION OF DISCUSSION:

1. With a quorum of Board Members in attendance, the Meeting was called to order. A quorum of Unit Owners was not present.
2. The recaps from the February 27, 2019 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 financials as of April 30, 2019. The status of the 2019 Budget was reviewed.
4. Various issues related to a Home Inspection Report were reviewed. Management was authorized to patch an area of the asphalt driveway. Grading as stated within the report is common to grounds of the community. Damaged vinyl has occurred over the years by various landscapers and others and will not be repaired at this time. Exterior lighting and outlets are the responsibility of the Unit Owner.
5. The Board and management discussed some landscape concerns. Management will request to have several dead trees removed. Management will also question absence of mulch behind the units.

6. The Board and Management discussed possible powerwashing of the community. Management will obtain a proposal.
7. The Board and Management continued discussion of pending concrete work.
8. Management provided the following report regarding the property:
  - Concrete replacement for Units 7, 9 & 11 scheduled for May 30, 2019 – weather permitting.
  - Work Order to Nice Electric to repair electrical issues to allow replacement of Irrigation Timer.
  - Sealed flashing at dryer vent Unit 29. Lint also removed from screen (apparently the dryer vent cleaning contractor did not go on roof).
  - Resecured roof shingles Unit 12.
  - Resecured lifting roof shingles Unit 35. Remitted Work Order for missing J-Channel around gable vent.
  - Reinstalled stone façade Unit 11.
9. Without a quorum of Unit Owners, the Annual Election was not conducted. No community members had interest to serve on the Board.
10. The next Open Board Workshop is scheduled for September 11, 2019 at 31 Saratoga Court.
11. With no further business to conduct, the meeting was adjourned.