

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: September 20, 2017
7:00 PM
32 Saratoga Court
Tinton Falls, NJ 07753

PURPOSE: 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

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 May 17, 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. Management reviewed financials as of August 31, 2017. The status of the 2017 Budget was reviewed.
4. The Board and Management discussed collection efforts including a recent notice of application for wage execution.
5. Various concerns regarding landscaping from residents were reviewed by the Board. The Board agreed to meet Chris from CRA Site, Lawn & Landscaping to perform a walk through of the common grounds. Gus Meitzner will set up a date and notify Gary and William.
6. Management presented the following Property Report as of September 20, 2017:

- Estimate from Advanced Restoration to perform Roof Walk and provide written report is \$500.00
- Sidewalk replaced at 11 Saratoga Court June 2015 to be replaced at n/c
- Various dead trees removed during 2017 including Board walk around with CRA - \$4,655.58
- Community power washed \$7,576.89
- Fascia boards and gutter repairs in various areas
- 37 Saratoga: Reports need for new trim around garage door and repair of sidewalk cracks. Owner was asked to remit photographs of areas in question. No response to date.

2017 – 2018:

- Continue on asphalt replacement?
 - Pursue 2017-2018 Snow, Landscape and Irrigation contract with CRA?
 - Pursue 2018 fertilizer, grub and tick control with TruGreen?
 - Other projects planned for 2017-2018?
7. The Board discussed and directed Gus Meitzner to move forward on the Roof Walk with Advanced Restoration.
 8. The Board reviewed and agreed to discuss additional asphalt replacement in 2018.
 9. The Board discussed and directed Gus Meitzner to move forward with obtaining estimates from CRA for 2017-2018 Snow Clearing, 2018 Landscaping and 2018 Irrigation services,
 10. The Board discussed and directed Gus Meitzner to move forward with obtaining an estimate from TruGreen for 2018 landscaping chemical services.
 11. Management provided a list of those Owners who had not yet completed Dryer Vent Cleaning. The Board approved a penalty not to exceed \$500.00 for those Unit Owners in violation. Management will send a notice of violation.
 12. The Board and Management established the following meetings for 2018:

February 21, 2018 – Open Board Workshop

May 16, 2018 – Annual Unit Owners' Meeting and Open Board Workshop

September 19, 2018 – Open Board Workshop

October 17, 2018 – Open Board Workshop

Additionally, the next Open Board Workshop was rescheduled from November 15, 2017 to October 18, 2017. Management will send

notice to all Residents and post the rescheduled meeting date on the community website.

13. Management provided the Board with a draft of the 2018 Budget for review. Board Members discussed Reserve requirements for long term funding projects such as the roof. Management was asked to provide the cost of roof replacement within the Reserve Study for Board Review. The Board will further discuss and approve a Budget for 2018 during the October 18, 2017 Open Board Meeting.
14. Management was requested to provide reimbursement checks for water usage related to the Power Washing Project to Units 2, 25 & 37.
15. Management was requested to have the Advanced Restoration reseal the bird spikes on the roof when repairs are made per the Roof Walk.
16. The Board and Management discussed signage that had faded within the community. Owners who were present along with Board Members additionally discussed general safety concerns such residents not coming to a complete stop at signage and children playing in other driveways not related to the child. Gus Meitzner was requested to purchase signage requiring replacement and to distribute another memorandum to all Residents concerning Parking Rules and concerns of general safety of children and residents.
17. Management was requested to contact the Owner of 23 Saratoga regarding the smoke detector beeping since April 2017.
18. The next meeting will be held at 31 Saratoga Court on October 18, 2017.
19. With no further business to conduct, the meeting was adjourned.