

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 19, 2014
7:00 PM
25 Saratoga Court
Tinton Falls, NJ 07753

PURPOSE: Open Board of Directors' Meeting

BOARD MEMBERS PRESENT: Lynda Barrood – Silva, Trustee
Mary Danish, Treasurer
Gary Eicken, President
Jack Tracey, Vice President

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 13, 2013 meeting were reviewed. Mary Danish made a motion to approve the recaps. Seconded by Lynda Barrood-Silva, with all in favor, the motion was approved.
3. Management reviewed financials as of January 31, 2014. An overview of 2013 Financials was also completed. No questions were raised regarding finances. Management reported Snow Removal expenses were \$7,963.75 over budget and a Special Assessment for snow removal should be considered.
4. Collection efforts was discussed and reviewed.
5. Management reported FHA approval expires August 22, 2014. Project Support Services provided a proposal of \$1,000.00 to prepare and file and update. The Board discussed the benefits of FHA approval and

questioned if any purchases were made via FHA. The Board tabled discussion and asked Management to place future discussion on the May 2014 Meeting Agenda.

6. The Board reviewed and accepted a proposal presented by management from CRA Site Lawn & Land Development for Irrigation System Maintenance for the 2014 Season.
7. The Board reviewed and accepted a proposal presented by management from CRA Site Lawn & Land Development for Landscape Maintenance for the 2014 Season.
8. The Board reviewed and accepted a proposal presented by management from CRA Site Lawn & Land Development for Fertilization and Weed Control (Chemical Service) Maintenance for the 2014 Season.
9. The Board reviewed and accepted a proposal presented by management from CRA Site Lawn & Land Development for Flea and Tic Control for the 2014 Season.
10. Management discussed the sidewalk issue at 5 Saratoga Court. It is reported the sidewalk floods and then freezes. Gary Eicken suggested a small gutter over the sidewalk area. Management will review with Advanced Restoration and repair and improve as required.
11. Management provided a Rule Handbook for review and approval by the Board and to be discussed at the May 2014 meeting.
12. The Board approved a website for placement of the proposed Rule Handbook and other Association documents.
13. The Board instructed Management to distribute notification of mandatory Dryer Vent Cleaning for 2014.
14. Management was requested to produce a work order for roof shingle repairs at 32 Saratoga Court.
15. The Board requested that the powerwashing company additionally clean all gutters.
16. The Board discussed and approved a Special Assessment for Snow Removal. An Assessment of \$200.00 per Unit will be due in \$100.00 installments in April and June 2014. Management was requested to circulate a memorandum detailing the need for the Special Assessment that will allow pursual of planned special projects such as powerwashing.

17. The next meeting will be held May 21, 2014 at 31 Saratoga Court.
18. With no further business, the meeting was adjourned.