

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, AUGUST 21, 2019 WILLOW HALL

1:00PM

Pledge of Allegiance

ITEMS TO BE VOTED ON:

1. Motion to waive the reading of the minutes.
2. Motion to approve the August 7, 2019 minutes.

COMMITTEE REPORTS:

Architectural Committee	(Tom Hardman)
Community Services Committee	(Eleanor Berardis)
Finance Committee	(Beverly Craft)
Administration Committee	(Judith Langreich)

RECREATION REPORT

COMMUNITY MANAGER'S REPORT

UNFINISHED BUSINESS

1. Multifunction Color Copier

NEW BUSINESS

1. Proposed Bylaws Amendment Relating to Leasing or Rental of Units
2. Technology Committee Charter

- The Annual meeting of Members will be held on Friday, August 30, 2019 at 12:30 PM in Willow Hall Auditorium. The next open Board meeting will be held on Wednesday, September 4, 2019 at 7:00pm in the Willow Hall Auditorium.

ADJOURN OPEN MEETING

AUDIENCE COMMENTS: In general, audience questions and comments should be addressed to the interest of all residents. For resolution of personal or maintenance issues, contact the Department Manager or the Service Manager and, if necessary, the Community Manager.

Present were L. Maiocco, C. Lupo, E. Murphy, F. Weinstein, A. Damato, S. Falk-Zitelli and S. Tozzi. Also present were Community Manager – J. Schultz, Service Manager – J. Snyder, Accounting Administrator – M. O'Connor and Recreation Director – M. Lighthipe.

This meeting commenced at approximately 1:00 pm with the pledge of allegiance.

APPEARANCES: Sam Fusaro, Jr. And Robert Hudak from Manchester Township were present to speak about the new Energy Aggregation Program. On July 18, 2019, the Manchester Township Council awarded a competitive contract to Constellation New Energy. This program is authorized by the State, and gives the Township the ability to use bulk purchasing power to enter into contracts with third-party energy suppliers at a rate significantly lower than that charged by Jersey Central Power and Light. The contract with Constellation is the second contract and replaced the Township's original contract with TriEagle Energy which expired last month. The contract with Constellation will run for a period of 24 months, beginning with the October 2019 billing. The Township and Constellation will both be sending out information to all residents currently receiving their electricity from JCP&L. (They left the meeting at 1:30 PM).

ITEMS VOTED ON:

E. Murphy moved to waive the reading of the minutes. C. Lupo seconded. All in favor. Motion carried.

E. Murphy moved to approve the July 17, 2019 minutes. S. Tozzi seconded. All in favor. Motion carried.

C. Lupo moved to adopt the Operating Budget, Reserve Funding and Maintenance Fee Schedules for FYE 9/30/20, as presented at the open meeting on July 24, 2019. S. Falk-Zitelli seconded. All in favor. Motion carried.

S. Tozzi moved to amend the approval for C.J Hesse to repave the side roads, driveways and the main road of Cambridge Circle for a total cost of \$594,895.00 to include the repaving of the side street on Buckingham Drive for a total cost of \$604,395.00 which is an increase of \$9,500.00. This expense will be provided by account #3290 – Capital Replacement Roads. C. Lupo seconded. All in favor. Motion carried.

M. Lighthipe, Recreation Director gave a report for the Recreation Department.

COMMUNITY MANAGER REPORT: (J. Schultz & J. Snyder – Service Manager)

Residents are reminded to update their phone numbers with the Association office for the new printed LVW telephone directory. There is also an online LVW telephone directory on www.lvwcreeper.com that is updated monthly in a searchable PDF format. Residents are also reminded that if you have not had your water meter replaced you will need to schedule the replacement with VEPO metering as soon as possible. If it is not replaced by the end of the month, you may be subject to a charge. After, August 18th the Club Encore pool will start closing at 8:00 PM. At the last Board meeting, the Board approved to extend the children pool hours at Club Encore from 1:00 PM to 2:00 PM and announced that it would be a trial period. The Board has agreed to keep the change in place until the remainder of the pool season.

There was no unfinished business.

There was no new business.

The next open Board meeting will be held on Wednesday, August 7, 2019 at 1:00 PM in the Willow Hall Auditorium.

There being no further business, the Board meeting adjourned at approximately 1:45 PM.

Samantha Bowker
Administrative Assistant

Fay Weinstein
Board Secretary

Approved: PENDING

Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

Interoffice Memorandum

To: Board of Trustees
 From: Mary Lighthipe
 Date: July 9, 2019
 Re: Multifunction Color Copier

I have been asked to research a multifunction color copier for possible replacement of the existing Print Shop equipment. Utilizing today's technology new levels of production are possible with the use of just one copier. Proposals are listed below.

Company	Equipment	Speed	Service Rates	Copies per month	FMV Lease	Purchase
TGI	Ricoh IM 6000	60 PPM Color/Black	\$.007 Black \$.06 Color	5,000 Black 1,000 Color	\$383.85 \$23,031.00 over 60 mo.	\$21,239.68 Including quarterly service of \$303.88 5,000 Black 1,000 Color
Stewart	Xerox C8055	55 PPM Color/Black	\$.008 Black \$.055 Color	2,000 Black 1,000 Color	\$478.75 \$28,725.00 over 60 mo.	\$22,134.26 Including quarterly service of \$227.11 2,000 Black 1,000 Color
Shore Business	Kyocera	60 PPM Color/Black	\$.0079 Black \$.053 Color	2,000 Black 1,000 Color	\$413.67 \$24,820.20 over 60 mo.	\$22,229.10 Including quarterly service of \$220.07 2,000 Black 1,000 Color

Bids were accepted on copiers offering very similar features (details attached). Sales tax is included. TGI offers the most favorable package. This expense will be charged to GL# 8317 Printing & Copying Expense.



TECHNOLOGY COMMITTEE CHARTER STATEMENT

PURPOSE

To investigate, evaluate and recommend existing and new technological instruments and services for modern, efficient operations in Leisure Village West.

ORGANIZATION

The Board of Trustees shall appoint a Technology Committee composed of not more than 9 resident owner members, in good standing, with the concurrence of the Trustee Liaison assigned to the committee, and approved by the Board of Trustees.

The Committee is made up of owner-residents to include but not limited to web designers, graphic designers, content managers, database administrators, engineers, network administrators, programmers, and web hobbyists.

The Chairperson is selected by the committee for approval by the Board of Trustees.

The Board of Trustees will review the position of Chairperson on an annual basis. In the event the position is vacated for any reason, the members of the Committee will recommend a successor to the position. This shall be submitted to the Trustee Liaison for submittal to the Board of Trustees who will confirm or reject the appointment.

COMMITTEE OPERATION

When the Board of Trustees requires additional information on questions of a technical nature, the Committee will research and provide reports to the Community Manager or the Technical Manager, as determined by the Board of Trustees.

Example of tasks of technical nature – including but not limited to web design, networking, databases, telecommunications between Association buildings and employees.

MEETINGS

Meetings of the Committee are usually held at a meeting to be determined. The Chairperson shall establish the dates for all regular meetings and/or Special meetings.

SPECIAL NOTE REGARDING CONFIDENTIALITY

Members shall keep the committee's confidential information in strictest confidence. Members shall not disclose or discuss such information to anyone outside of the Committee unless authorized to do so. The member shall not make use of any confidential information for their own purpose, or the benefit of anyone.

Members are obligated to maintain the confidentiality of such matters and information even after the member leaves the Committee.

Committee members understand that failure to comply with the above paragraphs could lead to claims by the Association or other persons or entity, and that such disclosure may cause such claims to not be covered by the Associations insurance.