

# AGENDA

## LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, DECEMBER 5, 2018 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 November 21,2018 **minutes**.
3. Motion to approve the purchase of a 10 foot plow that will be installed on truck #510 from **Ultra Equipment** for a total cost of \$8,743.25. This expense will be provided by account #3151 - Equipment Additions. The unaudited balance for this account as of 10/31/18 is \$123,114.77.
4. Motion to approve the purchase of 14 RAB LED Fixtures, 4 RAB Tendon Adapters, 3 RAB 4 Light Bracket and 1 RAB 2 Light Bracket from **Cooper Electric** for a total cost including tax and freight of \$7,276.88. This expense will be provided by account #3230 - Capital Replacement - Common Buildings. The unaudited balance for this account as of 10/31/18 is \$1,154,655.08.
5. Motion to approve the replacement of 28 **driveways**, in-house, located at 629B&C Stamford Court, 659A&B Pulham Court, 733A&B Chatham Lane, 753A&B, 872A&B and 706A&B Liverpool Circle, 989A&B, 995A&B, 1009A&B Buckingham Drive and 1168A&B, 1173A&B, 1201A&B, 1202A&B and 1205A&B Thornbury Lane during 2019 fiscal year for a total cost of \$34,063.20. This expense will be provided by account #3275 – Capital Replacement – Concrete Driveways. The unaudited balance for this account as of 10/31/18 is \$69,334.14.
6. Motion to approve revised policy, "Rules Governing Clubs and Other Organizations."

### RECREATION REPORT

### COMMUNITY MANAGER'S REPORT

### UNFINISHED BUSINESS:

1. Revised Policy, "Control Gate Entry System"
2. Drafted Ballot to reject LVW Bylaw Amendments

### NEW BUSINESS:

### 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, S. Falk-Zitelli, S. Tozzi, A. Damato, F. Weinstein and E. Murphy. 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 1:05p.m with the pledge of allegiance.

ITEMS VOTED ON:

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

F. Weinstein moved to approve the November 7, 2018 minutes. S. Falk-Zitelli seconded. All in favor. Motion carried.

A. DAmato moved to approve the Association to contract with Roofing Masters to replace the roofs for the Common Buildings, Willow Hall and Leisure Fair using a Versico Roof System for a total cost not to exceed \$207,000.00. This expense will be provided by account #3230 – Capital Replacement – Common Buildings. The unaudited balance for this account as of 9/30/18 is \$1,192,532.74. C. Lupo seconded. All in favor. Motion carried.

E. Murphy moved to approve the Association to purchase one RRJ70GFWD 7000-lb Forward Lift Rolling Bridge Jack from Northern Tool for a total cost of \$2,219.93. This expense will be provided by account #3151 – Equipment Additions. The unaudited balance for this account as of 9/30/18 is \$122,518.39. C. Lupo seconded. All in favor. Motion carried.

C. Lupo moved to approve the revisions for Specification 3\_6, "To Replace Front or Rear Doors". S. Tozzi seconded. All in favor. Motion carried.

COMMITTEE REPORTS:

C. Lupo, Trustee Liaison stated there was no report for the Architectural Committee due to no meeting in November. The next meeting is scheduled for December 7, 2018.

J. Saylor, Chairperson gave a report for the Community Services Committee.

M.L. Doner, Chairperson gave a report for the Finance Committee.

F. Weinstein, Trustee Liaison gave the Administration Committee report for J. Langreich, Chairperson.

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

#### COMMUNITY MANAGER REPORT:

J. Schultz mentioned that the Board is revising the "Control Gate Entry System" to include selling transponders to family members. This will be presented to the residents at the next open Board meeting on December 5, 2018. He also mentioned that the Board is looking to amend the LVW By-laws. A drafted ballot to reject the amendments will be presented to the residents at the next open Board meeting on December 5, 2018. He notified residents that the scheduled paving for the Cambridge Circle area which included driveways will be delayed until the Spring time due to the current weather conditions.

J. Snyder, Service Manager reminded residents to disconnect their outside water hoses from their units and if they need assistance to call the Maintenance Department. He also notified residents that if their trash is scheduled to be picked up on Thursday, November 22<sup>nd</sup> it will now be Friday, November 23<sup>rd</sup> and if you are scheduled for Friday pick up it will be Saturday, November 24<sup>th</sup>. He is also asking the Board to purchase a 10 foot plow to be installed on truck #510 from Ultra Equipment for a total cost of \$8,743.25. This expense will be provided by account #3151 – Equipment Additions. The Board will vote on this at the next open meeting on December 5, 2018. He also stated that he and two consultants have investigated increasing the lighting at the overflow parking area at Club Encore. The upgrade would consist of replacing the existing metal-halide fixtures on each of the three poles with four LED fixtures on each pole, along with replacing the single fixture on the paper trailer with a LED two light fixture. He is asking the Board to consider purchasing all equipment needed from Cooper Electric for a total cost including tax and freight for \$7,276.88. This expense will be provided by account #3230 – Capital Replacement – Common Buildings. The Board will vote on this at the next open meeting on December 5, 2018.

#### UNFINISHED BUSINESS

1. The request to replace 28 driveways, in-house, located at 629B&C Stamford Court, 659A&B Pulham Court, 733A&B Chatham Lane, 753A&B, 872A&B and 706A&B Liverpool Circle, 989A&B, 995A&B, 1009A&B Buckingham Drive and 1168A&B, 1173A&B, 1201A&B, 1202A&B and 1205A&B Thornbury Lane during the 2019 fiscal year for a total cost of \$34,063.20 was presented to the residents. This expense will be provided by account #3275 – Capital Replacement – Concrete Driveways. The Board will vote on this at the next open Board meeting on December 5, 2018.

NEW BUSINESS

1. The revision to the policy regarding "Rules Governing Clubs and Other Organizations" was presented to the residents. The Board will vote on this at the next open Board meeting on December 5, 2018.

BOARD REPORT: L. Maiocco – Board President

He stated that the Association will not provide the channel line-up for the Bulk television service and that the LVW News magazine Editor process has been changed. F. Weinstein, Trustee explained that there will be a Committee of Volunteer Resident Editors and is inviting residents to join. They can submit a resume of interest and previous experience to her. She also mentioned that they are looking for a field photographer and anyone interest can also submit a resume of interest with previous experience to her. Minor changes will be made to the magazine for example; Clubs will be allowed one page beginning with the January 1, 2019 magazine.

C. Lupo moved to adjourn the business portion of the Board meeting at 1:43p.m. F. Weinstein seconded. All in favor. Meeting adjourned.

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Samantha Bowker  
Administrative Assistant

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Fay Weinstein  
Board Secretary

Approved: PENDING

# Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

## Interoffice Memorandum

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To: Board of Trustees

From: Jim Snyder

Date: November 12, 2018

Re: Addition of a plow to truck # 510

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There is a recommendation to bolster our snow removing operation by the addition of a 10 foot plow to one of our larger vehicles, truck # 510. This truck has never been equipped with a plow. This will allow us to use this truck for the plowing of our main roads, through streets and large Club House parking lots. We have gone out for the purchase and installation of a 10 foot plow to be installed on truck # 510. The bids received are listed below.

Vendor	Plow size	Total w/ tax
Ultra Equipment	10 Foot	\$ 8,743.25
Central Jersey Trailer and Hitch	10 Foot	\$ 9,862.81
Dejana Truck & Utility Equipment	10 Foot	\$ 14,452.03

It is the staff's recommendation to purchase 10 Foot plow to be installed on truck # 510 from Ultra Equipment for a cost of \$8,743.25. The expense will be charged to GL # 3151 Equipment Additions.



# Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

## Interoffice Memorandum

To: Board of Trustees

From: Jim Snyder

Date: November 12, 2018

Re: Encore Overflow Parking Lot Lighting Upgrade

We have been asked to investigate increasing the lighting at the Overflow parking area at Club Encore. We had two lighting consultants inspect the area and the following upgrades are their recommendations. The upgrade would consist of replacing the existing metal-halide fixtures on each of the three poles with four LED fixtures on each pole, along with replacing the single fixture on the paper trailer with a LED two light fixture.

Vendor	14 RAB LED Fixtures	4 RAB Tendon Adapters	3 RAB 4 Light Brackets	1 RAB 2 Light Bracket	Total w/ Tax
Cooper Electric	\$ 5,206.01	\$ 344.61	\$ 1,614.73	\$ 111.53	\$ 7,276.88
Gordon Electric	\$ 9,916.19	\$ 345.81	\$ 1,631.36	No Bid	
Amazon	\$ 12,794.96	No Bid	No Bid	No Bid	
Electric Bargain	\$ 9,982.17	No Bid	\$ 1,631.36	No Bid	
Monarch Electric	No Bid	\$ 365.55	No Bid	No Bid	
IQ Lighting	No Bid	No Bid	\$ 1,631.36	\$ 112.14	
EW Wholesalers	No Bid	\$ 543.83	No Bid	\$ 112.71	
Duplex Electric	No Bid	No Bid	No Bid	\$ 119.42	

If the Board wishes to approve the upgrade of the Encore Parking Lot lights the recommendation is to purchase all equipment needed from the low bidder Cooper Electric for a cost including tax and freight of \$7,276.88. This expense would be charged to GL # 3230 Capital Replacement Common Buildings.



# Leisure Village® West Association

AT MANCHESTER, NEW JERSEY

## Interoffice Memorandum

To: Board of Trustees  
 From: Jim Snyder  
 Date: October 18, 2018  
 Re: 2019 Driveway Replacements

Below you will find the list of driveways that we are requesting for replacement during the 2019 fiscal year. The funding to complete 28 driveways in-house at a cost of \$34,063.20 will be charged to GL # 3275 Capital Replacement-Concrete Driveways.

Number	Letter	Street	Length	Width	Sq. Foot	\$3.80
629	B	Stamford	21	12	252	\$957.60
629	C	Stamford	21	12	252	\$957.60
659	A	Pulham	21	12	252	\$957.60
659	B	Pulham	21	12	252	\$957.60
706	A	Liverpool	24	12	288	\$1,094.40
706	B	Liverpool	24	12	288	\$1,094.40
733	A	Chatham	19	12	228	\$866.40
733	B	Chatham	19	12	228	\$866.40
753	A	Liverpool	18	12	216	\$820.80
753	B	Liverpool	18	12	216	\$820.80
872	A	Liverpool	18	12	216	\$820.80
872	B	Liverpool	9	12	108	\$410.40
989	A	Buckingham	48	12	576	\$2,188.80
989	B	Buckingham	48	12	576	\$2,188.80
995	A	Buckingham	21	12	252	\$957.60
995	B	Buckingham	21	12	252	\$957.60
1009	A	Buckingham	27	12	324	\$1,231.20
1009	B	Buckingham	27	12	324	\$1,231.20
1168	A	Thornbury	23	12	276	\$1,048.80
1168	B	Thornbury	23	12	276	\$1,048.80
1173	A	Thornbury	46	12	552	\$2,097.60
1173	B	Thornbury	46	12	552	\$2,097.60
1201	A	Thornbury	16	12	192	\$729.60
1201	B	Thornbury	16	12	192	\$729.60
1202	A	Thornbury	29	12	348	\$1,322.40
1202	B	Thornbury	29	12	348	\$1,322.40
1205	A	Thornbury	47	12	564	\$2,143.20
1205	B	Thornbury	47	12	564	\$2,143.20
					<b>8964</b>	<b>\$34,063.20</b>



# LEISURE VILLAGE WEST RULES GOVERNING CLUBS AND OTHER ORGANIZATIONS

## Application:

1. Applications for recognition shall be submitted to the Recreation Director.
2. Each application must state purpose, value and type of the organization and affirmation that no other organization of the same kind presently exists. Upon review and recommendation by the Community Services Committee, the Recreation Director will grant or deny the application.
3. Only residents of Leisure Village West shall be entitled to be members of any organization.

## General:

1. Advertising flyers and posters for display in lobbies shall be limited to 8 1/2" x 11". Posters used at ticket sales conducted in lobbies shall not exceed 16" x 20". Approval of the Recreation Department shall be obtained prior to posting.
2. All LVW audio/visual equipment must be operated by a person certified as qualified by the Recreation Department, Annual training will be provided. If an organization cannot provide a certified operator, the equipment will not be made available. All equipment must be returned in the condition it was received. The organization shall be responsible for the cost of repairs. The above shall be strictly adhered to or future use will be denied.
3. Each organization shall submit to the Recreation Director a list of current officers/contact persons and the calendar of regularly scheduled meetings and special events for the calendar year, where applicable. Requests must be approved by the Recreation Director based on availability of facilities. -This information should be submitted no later than December 1, to be included on the calendar for the following year. (Forms are available at the Recreation office and on [LVWCreeper.com](http://LVWCreeper.com)).
4. The Recreation Director will be responsible for scheduling the use of buildings, rooms, patios and equipment. Kitchen use will be limited to meeting dates and scheduled special events. It is the responsibility of the organization to ensure the facilities are left clean and in good condition following their meeting/event. If a private caterer is used a certificate of insurance for the vendor must be received by the Recreation Director no later than 7 days prior to the event.
5. Association and Recreation sponsored events shall have priority for all room reservations and dates. Organization approvals shall then be subject to the following hierarchy: Clubs shall always have priority, followed by Assemblies, then Groups as defined under "Organizations"
6. Organization articles in the LVW News magazine will be based on available space and first come status in accordance with the previously stated hierarchy. Creeper Channel notices are subject to the existing rules in accordance with the Department's established procedures. All organizations are encouraged to advertise on [lvwcreeper.com](http://lvwcreeper.com). **No organization is to place articles in outside publications that reference any upcoming or future events.**



7. In the event there is a conflict between organizations with no mutual resolution, the matter shall then be referred to the Recreation Director-and the Community Services Committee to review the matter. The Director and the Community Services Committee shall conduct a hearing with the disputants to resolve the dispute. In the event of an impasse, the Recreation Director shall communicate final disposition.
8. If an organization does not comply with these rules, the organization will forfeit their right to function in Leisure Village West and all privileges shall be revoked.
9. If there is a conflict between these rules and any organization's governing documents, these rules shall prevail.

**DISCLAIMER: The Leisure Village West Association, Inc. does not review, oversee, maintain, manage, insure, protect or guarantee the finances of any organization. Full responsibility for the management of all club and/or group funds lies with the individual club or group and its officers.**

## **Organizations:**

### **1. Clubs:**

a. Varied in size with stated goals including financials.

i. Bylaws are required that constitute rules to be followed by its members.

ii. Include four or more officers, including a Treasurer.

iii. May run traditional fundraisers; organize dances and out-of-village trips.

iv. May conduct open and closed meetings.

1. Non-members may be excluded from business meetings at the discretion of the club.

2. May exclude non-members from special events or fee-for-attendance programs.

3. Special training sessions may be limited to club members only at the discretion of the club.

4. May invite guest speakers/entertainers subject to LVW's general rules and policies (for example LVW's restriction on partisan political presentations).

v. With the exception of the Dance Club, clubs wishing to use the facilities for Special Events, Dances, Dinners or Fund Raisers other than those held on their scheduled meeting date will be limited to Two (2) events per year. A Special Event or Fund Raiser is one in which an admission is charged or a donation is requested. These would include but are not limited to: picnics, card parties, fashion shows, musical venues, concerts, out-of-Village luncheons, etc. Requests must be approved by the Recreation Director based on availability of facilities and the venues of previously scheduled events. Clubs are encouraged to hold their special events on the day of their

regularly scheduled monthly meeting.

- vi. Out-Of-Village Bus Trips must be scheduled with the Recreation Department prior to a firm commitment being made with the bus company. The bus company must, prior to the trip, give the Recreation Department a certificate of insurance indicating that the type and amount of coverage satisfies LVW requirements. Trips will be limited to Four (4) day trips and Two (2) overnight trips per calendar year. Dates will be approved at the discretion of the Recreation Director. Clubs wishing to sponsor Atlantic City bus trips need prior approval from the Recreation Director and are subject to a monthly rotation as deemed acceptable. The Travel Club is exempt from this rule and is permitted to conduct a reasonable number of multi-day trips as approved by the Recreation Director.
- vii. Each club is required to be aware of the applicable legal, tax and community-specific requirements that the club is in compliance with such requirements. Each club should consult with legal and tax counsel, as it deems appropriate.
- viii. The club's bylaws will include provisions for the distribution of the treasury should the club disband.
- ix. Clubs must obtain a Social Affair Permit whenever alcohol is to be served at a club function. This includes beer and wine. Permits are obtained from the Township and then forwarded to the State for approval. The approval process often takes several months. B.Y.O.B is permitted at club functions and may be advertised as such.
- x. All clubs are required to have a State Registration Certificate ID and Township License when holding a 50/50 or gift raffle. Raffles of Money Trees and Lottery Tickets are prohibited by the Legalized Games of Chance Control Commission. The State will issue a Registration Certificate ID# at no cost to the Club. The Registration Certificate# is valid for two years. Once the Registration Certificate ID# is received, the Club should apply for an annual license through Manchester Township. The township requires Clubs to list the dates of all 50/50 raffles. Clubs may apply separately for any special raffle event.

**2. Assemblies: (formally known as socially structured clubs)**

- a. Large in membership with stated goals and no financials.
  - i. Provide -Bylaws that constitutes rules to be followed by its members.
  - ii. -Bylaws must include two or more administrators.
  - iii. Fund raising events and the collection of dues are not permitted.
  - iv. May invite guest speakers/entertainers subject to LVW's general rules and policies (for example, LVW's restriction on partisan political presentations).
  - v. May organize no-cost events limited to their meeting dates.

**3. Groups:**

- a. Small membership of less than 25 with specific goals and no financials.
  - i. Bylaws are not required.
  - ii. One or more contact person is required.
  - iii. Meetings are limited to multi-purpose rooms.
  - iv. Fund-raising events and the collection of dues are not permitted.

Adopted by BOT: July 5, 2000  
Revised: July 3, 2002  
Revised: July 18, 2007  
Revised: April 7, 2010  
Revised: June 5, 2013  
Revised: November 5, 2014  
Revised: July 19, 2017  
Revised: PENDING

POLICY RESOLUTION  
CONTROL GATE ENTRY SYSTEM  
AMENDED ~~FEBRUARY 6, 2013~~ PENDING

**WHEREAS**, Leisure Village West is a common interest private gated community; with controlled access to the Village, and

**WHEREAS**, the Board of Trustees of Leisure Village West, under the authority of the governing documents, must develop rules and regulations to ensure the privacy of residents; and

**WHEREAS**, the Board of Trustees is obliged to provide the residents of the Village an appropriate system for entry and exit so as to avoid unlimited public access.

**IT IS NOW THEREFORE**, this ~~6<sup>TH</sup> DAY OF FEBRUARY 2013~~ TBD, declared to be the policy of Leisure Village West:

Control entry devices will be provided to the residents on the following basis:

1) One (1) control entry device will be issued to each unit upon presentation of a current, valid, vehicle registration, a current driver's license and a valid certificate of insurance assigned for that vehicle. Additional control entry devices will be issued as follows:

a) Residents of Eton, Greenbriar, Concord, Falmouth or Nantucket models ~~can purchase~~ may obtain a maximum of one (1) additional control entry device, upon the presentation of a valid Driver's License, Vehicle Registration and Insurance card ~~for \$25.00~~. This second vehicle is required to park in a 72-hour parking space in the Encore overflow parking lot.

b) Residents of Cambridge, Baronet, Winfield, Regency, Wheaton, Oxford, Stratford, Blair, St Tropez, Hastings, Roxy, Savoy, Ritz, Pickford, Waldorf, or Victoria models ~~can purchase~~ may obtain a maximum of two (2) additional control entry devices, upon the presentation of a valid Driver's License, Vehicle Registration and Insurance card registered to the resident ~~for \$25.00 each~~. The additional vehicle is required to park in a 72-hour parking space in the Encore overflow parking lot if driveway space is unavailable.

b)c) Each unit may purchase a maximum of two additional control entry devices for family members, upon the presentation of a valid Driver's License, Vehicle Registration and Insurance card for \$25 each, subject to an annual renewal fee of \$25 each.

2) Gate entry devices are not transferable from vehicle to vehicle nor resident to resident. When replacement of a device is needed, when a new vehicle is purchased, windshield is replaced or any other reason, the UNIT will be assessed a Fee. Fees are set by the Board of Trustees.

- 3) No entry device will be assigned to vehicles used for commercial purposes, livery vehicles, **motorcycles**, scooters, mopeds, bicycles and oversized vehicles.
- 4) A resident who is provided a *company owned vehicle* may be assigned a device upon the presentation of a current registration, valid driver's license and certificate of insurance and in the case of a rental or lease a copy of the lease agreement and a letter from the company authorizing the use of the vehicle. Gate devices will not be assigned unless the information is presented.
- 5) All Gate Access Devices will be controlled by the Association office and may be disabled at the discretion of the Association without prior notice.
- 6) Emergency vehicles and Police, Fire, Emergency medical vehicles and postal vehicles will be assigned with the approval of the Community Manager.
- 7) A memorandum of agreement between the Association and the resident is to be signed at time of device issuance referring to the parking of vehicles.
- 8) Damage to Property:
  - a. Any driver causing damage and/or destruction to property will be responsible for replacement or repair of any damaged property.
  - b. Vehicles using the entry and exit gates must not proceed through gates until the gate and wooden arm is in a full maximum upright position. Vehicles must not piggyback nor bumper-hug the vehicle in front during entry or exiting the village.

Violation of these rules, regulations and policies may result in the revocation of the control gate entry device.

Board Secretary

Accepted and Approved: November 7, 2007  
January 2, 2008  
June 3, 2009  
March 3, 2010  
July 5, 2012  
February 6, 2013  
PENDING

**BALLOT to REJECT AMENDMENT**

**In order to cast a vote to reject the By-Law Amendments, you must return this ballot within thirty (30) days of the date of the notice, which you received with this ballot.**

**No action is required if you approve of the amendments.**

Completed ballots must be returned to the following address by the deadline noted above:

Leisure Village West Association, Inc.  
959 Buckingham Drive  
Manchester, New Jersey 08759

*Only one ballot may be cast per unit.*

**Vote below to reject any individual amendment:**

TABLE OF CONTENTS	<input type="checkbox"/> I vote to REJECT the By-Law amendment which would add a table of contents.
ANNUAL AND SPECIAL ASSOCIATION MEETINGS Article III, Section 2	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article III, Section 2, which would change the annual meeting from January of each year to August of each year.
NOTICE OF MEETINGS Article III, Section 3	<input type="checkbox"/> I vote to REJECT the By-Law Amendment to Article III, Section 3, last paragraph, which would change the avenue by which notice of open Trustee meetings is delivered to the membership.
QUORUM AND ADJOURNED MEETINGS Article III, Section 8	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article III, Section 8, which would change the avenue by which notice of rescheduled or adjourned meetings are announced to the membership.
TERM OF OFFICE Article V, Section 2	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article V, Section 2, which would have Board terms begin on the date of the annual meeting.
ELECTION PROCEDURE Article V, Section 5	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article V, Section 5, which would move the annual election from September to August.
ATTENDANCE BY UNIT OWNERS Article V, Section 13	<input type="checkbox"/> I vote to REJECT the By-Law amendment to Article V, Section 13, which would change the avenue by which notice of open Board meetings is announced to the membership.

<b>TRUSTEES' OPEN FORUM</b> <b>Article V, Section 14, Subsection (a)</b>	___ I vote to REJECT the By-Law amendment to Article V, Section 14, Subsection (a), which would specify the purpose of the Board's January and July meetings.
<b>TRUSTEES' OPEN FORUM</b> <b>Article V, Section 14, Subsection (b)</b>	___ I vote to REJECT the By-Law amendment to Article V, Section 14, Subsection (b), which would lower the timeframe for posting notice of open Board meetings from seven working days to five calendar days.

Unit Owner's Name: \_\_\_\_\_

Address (of Unit in Leisure Village): \_\_\_\_\_

Home Address (if different from above): \_\_\_\_\_

Unit Owner's Signature: \_\_\_\_\_