

AGENDA

LVWA BOARD OF TRUSTEE MEETING WEDNESDAY, DECEMBER 6, 2017 WILLOW HALL

1:00PM

Appearances: Pinnacle Federal Credit Union

Pledge of Allegiance

Items to be voted on:

1. Motion to waive the reading of the **minutes**.
2. Motion to approve the November 15, 2017 **minutes**.

COMMUNITY MANAGER'S REPORT

RECREATION REPORT

UNFINISHED BUSINESS

1. Proposed Bylaws/Master Deed Amendment - Capital Expenditures

NEW BUSINESS

BOARD REPORT

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

This meeting commenced at approximately 1:00p.m with the Pledge of Allegiance.

F. Weinstein moved to waive the reading of the minutes. C. Lupo seconded. A vote was called and all were in favor. Motion carried.

C. Lupo moved to approve the November 1, 2017 minutes. S. Tozzi seconded. A vote was called and all were in favor. Motion carried

L. Maiocco moved to approve the Club Encore HVAC engineering study by Lockatong Engineering at a total cost not to exceed \$25,000.00. This expense will be charged to account# 3230 – Capital Replacement Fund/ Common Buildings. S. Kaufman seconded. C. Lupo stated that as of October 31, 2017 the unaudited balance for account# 3230 is \$1,275,982.00. A vote was called and all were in favor. Motion carried.

L. Maiocco moved to approve the renovation of the Club Encore Kitchen using a combination of outside contractors along with LVW labor and project management for a cost not to exceed \$56,000.00. This expense will be charged to account# 3230 – Capital Replacement Fund/ Common Buildings. C. Lupo seconded. C. Lupo stated that as of October 31, 2017 the unaudited balance for account# 3230 is \$1,275,892.00. Discussion ensued by the Board members and audience comments were accepted. A voted was called.

- S. Falk-Zitelli – No
- L. Maiocco – Yes
- C. Lupo – No
- S. Tozzi – No
- F. Weinstein – Yes
- S. Kaufman – No
- E. Baumeister – No

Motion not carried.

S. Falk-Zitelli moved to approve the Association to contract with Baxter Associates to replace the Colonial Access Gate for a total cost of \$4,275.00. This expense will be charged to account# 3150 – Property Fund/ Replacements. S. Kaufman seconded. C. Lupo stated as of October 31, 2017 the unaudited balance for account# 3150 is \$913,774.00. A vote was called and all were in favor. Motion carried.

S. Tozzi moved to approve revised Specification 1_9A, "Driveway Handrail". S. Kaufman seconded. A vote was called and all were in favor. Motion carried.

F. Weinstein moved to approve revised Specification 1_9, "Condo 96, Pressure Treated Wood Decks and Railings". S. Kaufman seconded. A vote was called and all were in favor. Motion carried.

S. Kaufman moved to approve Joy Carmody as a member to the Architectural Division. C. Lupo seconded. All were in favor. Motion carried.

DIVISION REPORTS

T. Hardman gave a report for the Architectural Division.

M. Doner gave a report for the Finance Division.

B. Craft gave a report for Resident Services.

F. Weinstein, Trustee Liaison gave a report for the Administration Division.

M. Lighthipe gave a report for the Recreation Department.

J. Schultz, Community Manager reported at a meeting with the Election Chair, Roberta Klotz, it was agreed to allow the Board time to revise and take responsibility of the election policy. It was further acknowledged that Elaine and Sal will make the preliminary changes, where necessary, preparing the document for Board discussion, deliberation and eventual approval. Once the Board finalizes the policy, it will be advanced back to Roberta and the committee for review and to make any procedural revisions that the policy demands. He presented three options that the Board is exploring for replacing the pool at Willow. Residents were asked to send the Board their input and discussion will continue at the next open Board meeting on December 6, 2017. He also reported that the Board will ask the Advisory Council to meet and review appliance warranties and controlled entry systems for the Clubhouses. He also mentioned that the professional office at 3E Buckingham Drive will be "The Village Salon West" and will open on December 1, 2017. He stated that the CEO from Pinnacle Federal Credit Union will be attending the December 6, 2017 open Board meeting to clarify any rumors in the Village regarding the bank. He also stated that the Neighborhood Watch meetings will now be quarterly due to a lack of attendance.

J. Snyder asked the Board how they would like to proceed with the original Club Encore entrance structure to the pool. The Board was presented with options to either eliminate the structure or place either a pergola or regular roof on it. The Board will continue discussion on this at the next open Board meeting on December 6, 2017. He also reminded residents to drain and remove the garden hoses from the outside faucets to prevent water leaks in the Spring. Residents can call Maintenance for assistance.

UNFINISHED BUSINESS

1. J. Schultz reported that the Board finalized the Ballot for the referendum regarding the amendment to the Master Deed and Bylaws on Capital Expenditures. He stated that the mailing of the Ballots will take place on Tuesday, January 2, 2018 and a meeting date will be held on Wednesday, February 21, 2018 for members to ask any questions, a vote change or cast a vote. This will also be the last opportunity for unit owners who wish to revoke their voter-eligible tenant proxy. He mentioned that the Board is considering a door prize to encourage participation from the residents. The Board is also considering a poll that shows the progress of votes as they are received.

There was no new business.

E. Baumeister read a statement regarding the use of Social Media in Leisure Village West. It was also mentioned that the Leisure Village West official Facebook page is not interactive.

S. Zitelli read a statement regarding a pamphlet she received in her Trustee Orientation packet. This pamphlet can be viewed on the LVWCreeper.com and copies will be made available at the Association office.

J. Schultz mentioned that in order to insure a more equitable distribution of any gratuities residents may care to give this year, boxes will be provided in Willow Hall and Club Encore until December 15, 2017 for anyone wishing to thank the employees (non-managerial) for their service to the residents this past year.

There being no further business, the Board meeting adjourned at approximately 2:18p.m.

An audience comments period followed with residents raising questions and concerns or seeking clarification about a variety of issues. This will be considered in combination with all communication received from residents. Issues of the village with significance will be put on the agenda for future Board of Trustee meetings.

The meeting ended at approximately 2:34p.m.

The next Board of Trustee meeting is scheduled for Wednesday, December 6, 2017 at 1:00PM in Willow Hall.

Samantha Bowker
Administrative Assistant

Sara Falk-Zitelli
Board Secretary

Approved: Pending