

LEISURE VILLAGE WEST  
BOARD OF TRUSTEE MEETING

OCTOBER 18, 2017  
WILLOW HALL

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 and Service Manager – J. Snyder.

This meeting commenced at approximately 7:00p.m with the Pledge of Allegiance.

Liaison Assignments:

Finance Division	L. Maiocco
Architectural Division	S. Kaufman
Administration Division	F. Weinstein
Resident Services	S. Falk-Zitelli

The Board asked if anyone is interested in chairing the Resident Services Division to please submit a letter to the Administrative Assistant in the Association office by November 1<sup>st</sup>.

J. Schultz gave a PowerPoint presentation regarding the "Trustee Orientation". This PowerPoint will be posted on LVWCreeper.com and copies will be made available to residents.

ITEMS VOTED ON:

L. Maiocco moved to waive the reading of the minutes. S. Kaufman seconded. All in favor. Motion carried.

C. Lupo moved to approve the October 4, 2017 minutes. S. Tozzi seconded. All in favor. Motion carried.

S. Kaufman moved to approve revised Specification 2\_6, "Installation of Window Shutters". C. Lupo seconded. All in favor. Motion carried.

S. Tozzi moved to memorialize the replacement of electrical panels from December 20, 2016 through September 30, 2017 at 48A, 57B, 52D & 44C Edinburgh Lane, 612A Devonshire Lane, 848A Winchester Court and 72D Cambridge Circle from Curry Electric at a total cost of \$5,926.00. This expense was provided by account# 3295 – Capital Replacement Exterior Restoration and Unit Infrastructure. S. Kaufman seconded. All in favor. Motion carried.

C. Lupo moved to memorialize the purchase of two diesels 2004 E-350 Ford mini buses from Cartime Auto Wholesale Group for a total cost of \$7,000.00. This expense was provided by account# 3150 – Equipment Replacement Fund. S. Kaufman seconded. All in favor. Motion carried.

DIVISION REPORTS

T. Hardman gave a report for the Architectural Division.

M. Doner gave a report for the Finance Division.

S. Zitelli gave a report for Resident Services.

There was no report for the Administration Division.

J. Schultz gave a report for the Recreation Department.

J. Schultz, Community Manager proposed revisions to Specifications 1\_9A, "Driveway Handrails" and 1\_9, "Condo 96, Pressure Treated Wood Decks and Railings". These will be presented to the residents at the next open Board meeting on November 1, 2017. He notified residents that the Board met with the Verizon engineer and explained the process for the build that will take place soon. He stated that the Association will be working on the Resident Directory and requested that residents update their information including their emergency contact information with the Association office. He reminded residents of the holiday decorations rules. He also mentioned that the Board is contemplating a different set-up of the stage at the open Board meetings.

J. Snyder, Service Manager indicated upcoming resolutions for the Board to approve at the November 1, 2017 Open Board meeting; the Association to replace 31 driveways located at 9 A&B, 1052 A&B, 1059 A&B Buckingham Drive, 446 A&B Heather Court, 492 A&B New Castle Court, 637 A&B Devonshire Lane, 811A Westminster Court, 864 A&B and 927 A&B Liverpool Circle, 901 A&B Stratford Court, 966 A&B and 1118 A&B Thornbury Lane, 1042 A&B, 1043 A&B, 1088 A&B and 1097 A&B Canterbury Drive for a total cost of \$39,609.22. This expense will be charged to account# 3275 – Capital Replacement/ Concrete Driveways; the Association to contract with Clearwater Well Drilling for the decommissioning of the existing well# 4 and the installation of a new 6" well for a total cost of \$7,606.00. This expense will be charged to account# 3260 – Capital Replacement Fund/ Irrigation-Well Motors; and the Association to contract with Roofing Masters to replace 8-additional roofs located at 733 A&B Chatham Lane, 564 A,B,C&D Mayfair Road and 726 A&B Wooton Court for a total cost of \$36,872.50. This expense will be charged to account# 3270 – Capital Replacement/Roofs. He mentioned that the treadmill is due for replacement and is currently out of order due to electrical issues and presented quotes from Universal Fitness, Gym Source and Ocean Fitness. He is recommending replacing the Landice L-8 treadmill with the True B/C650T treadmill from Gym Source for a total cost of \$5,123.59. The Board will need to discuss this item further. He stated that gate purchases prior to June 30, 2017 were billed to residents at \$400.00 each; the Association agreed to incur the cost for the added returns or stations if needed at a cost not to exceed \$50.00. Any charge from Carl's fencing above the \$50.00 was passed along to the resident. He asked the Board if they would like to extend this offer permanently to residents and continue to offer the payment plan for gates. This will require further discussion by the Board. He mentioned that the Board received a letter from a resident regarding the condition of the tennis courts; this was evaluated by the Maintenance Department and all necessary repairs have been made.

UNFINISHED BUSINESS

1. J. Schultz stated that the Board received suggestions from residents to create greater publicity of the referendum regarding the proposed amendment on Capital Expenditures in the Master Deed and Bylaws; the Board agreed that the liaisons from the Administration and Finance Division will speak to the Chairpersons regarding soliciting clubs to encourage residents to vote on this referendum.
2. The Board will revise the original proposal to the resolution, "Copy Charge for LVW Association Documents". This will be presented to the residents at the next open Board meeting on November 1, 2017. J. Schultz also mentioned that the Board is working on revising the policy for "Access to Records".

There was no new business.

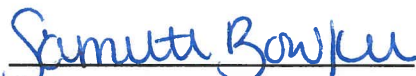
E. Baumeister mentioned that the Board is working on summarizing key issues brought to the Board through a variety of ways along with audience comments which was raised at the last open Board meeting; the Board agreed to use this meeting and several more to review and experiment how it could be done more effectively. She stated that the Board approved the 2018 Board meeting schedule and will be published in the December LVW magazine. The Board will also look into adding more night meetings for next year. She also mentioned that the Board is looking at putting together Ad-Hoc Committees to review the Election Policy, Bylaw Amendments, etc.

There being no further business, the Board meeting adjourned at approximately 9:02p.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 9:24p.m.

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



Samantha Bowker  
Administrative Assistant



Sara Falk-Zitelli  
Board Secretary

Approved: November 1, 2017

