

Cherry Hill Village Homeowners Association

Board of Directors Meeting

Monday, February 20, 2023; 6:00 p.m.

Virtual Meeting - Zoom

MEETING MINUTES

1. **Call to Order and Roll Call**

Treasurer Leland Ropp called the meeting to order at 6:04 p.m. President Barb Babut joined soon thereafter.

Directors Present: Ms. Barb Babut, Mr. Leland Ropp, Mr. Mike Sielaff, Mr. Scott Turowski, Mr. Ethan Peyton, Mr. Gene Antonelli

Not Present: Ms. Bridgette Cramton, Ms. Inderjeet Talwar, Mr. Jack Ventimiglia

Management Present: Jeff McDuff, Site Manager, and Dan Herriman, Herriman & Associates, Inc.

2. **Approval of Agenda**

Director Turowski moved, and Director Sielaff seconded to approve the agenda as published. Unanimously approved.

3. **Co-owner Comments**

There were no non-director Co-owner comments.

4. **Approval of Minutes of Preceding Meeting**

Director Turowski moved and Director Sielaff seconded to approve the minutes of the January 16, 2023, board meeting as presented. Unanimously approved.

5. **Review of Preceding Month Financial Reports**

Mr. Ropp provided an overview of the January 2023 YTD operating results, highlighting actual-to-budget results and month-end fund balances.

CHV I: Year-end fund balances: Operating Fund: \$30,022.27; Reserves Fund: \$846,800.98. Shows a negative variance for the month in comparing actual results to budget, of \$1,272.99.

CHV II: Year-end fund balances: Operating Fund: \$107,275.09; Reserves Fund: \$563,796.60. Shows a positive variance for the month in comparing actual results to budget, of \$1,954.86.

6. **Committee Reports**

6.1 ARDC

Director Babut said a request for authorization to construct an addition over a garage in CHV I is pending.

7. **Management Report**

Jeff McDuff and Dan Herriman reported on the status of current financial, administrative and maintenance matters, including the expense of the newer substituted product that is to be used to charge the CHV II fire suppression systems. Mr. McDuff received several quotes for this project. Mr. McDuff has solicited proposals for the replacement and painting of bad exterior wood.

8. **Unfinished Business**

8.1 CHV - River Hill Ridge – Roadway Easement Payment Obligations to CHV (tabled)

CHV will simply invoice RHR its share of roadway maintenance, repairs, and replacements.

8.2 CHV II – Progress Report on Future Use of Two Vacant Lots

Mr. Herriman is to instruct legal counsel to proceed to complete the proposed amended and restated Master Deed and Condominium Bylaws, in connection with board initiatives to sell two vacant lots, to prescribe development restriction for such development and to improve Bylaws language to reduce Association exposure for certain casualty losses.

8.3 CHV I and II, Lots 101 and 102 – Replies from the survey of the owners of the four units in CHV II

Building 101 regarding abandoning the drive to/from the alley did not result in unanimity. Accordingly, the Association will not proceed with its plans to abandon the driveway to the alley.

9. **New Business**

9.1 Award CHV I and/or CHV II Service Contracts
Mr. McDuff reported on the status of several service contracts.

9.2 APPROVE Proposed Amended and Restated Master Deed and Condominium Bylaws for Presentation and Voting by CHV II Co-owners
Management is to pose the following questions and to direct legal counsel to make the following revisions.

1. Why do we need to maintain % of value in the MD, Article VI? You addressed this in Comment SG 26. Will you restate your explanation.
2. We want to maintain the existing limit on the number of dogs and cats, at two and two, Bylaws Article VI (5).
3. We want the number of ARDC members to be “at least three” and not just three. Accordingly, the paragraph should also state that decisive action by ARDC shall be by a majority of its members. Bylaws Article VI, (3) (F).
4. Insurance provisions – We have developed an adverse loss history and we want to implement as many changes as reasonably possible to minimize losses the Association is responsible for in terms of insurance coverage. If we can, we want to be positioned to hold individual owners responsible for the damages to other units (generally water damages to a unit below a unit) caused by the inappropriate use, or the failure, or the lack of maintenance, repair or replacement, of a component that the owner is responsible to maintain, repair and replace. We don’t want to have to establish negligence. Sources of water losses include: 1) Leaking old hot water heaters, 2) Backed-up A.C. Condensate discharge tube. Attached is the annual reminder we include with the annual meeting mailing. Can owners be held responsible based on failure to maintain, repair or replace the component that is the source of the leak?
5. Somewhere it apparently states that minutes must be signed. Can that provision be eliminated? If not, can it state that the minutes can be signed by an Agent of the Association? (Management rep.)
6. Lastly, rather than 2 detached units and 4 attached units, there will now be two and two.

Management is to direct the engineering firm (Nowak & Fraus) to revise the plans to decrease the number of new units from six to four (two attached units and two detached units).

9.3 Establish Date for the CHV II Membership Meeting to Roll-Out Above Initiative (a membership meeting is required)
Directors agreed upon the following alternate dates: first week in May.

9.4 Award Contract for Fire Suppression Change-Out Project
Mr. Ropp moved and Ms. Babut seconded to award the contract to replace the material in all systems in all 29 buildings to the lowest bidder and to fund the project from reserves. Unanimous.

9.5 Resignation and Appointment
Mr. Ropp resigned from the Board of Directors as he is selling his Unit. Mr. Ropp was praised for his many years of financial stewardship and planning. Director Mr. Sielaff moved and Ms. Babut seconded to appoint Director Gene Antonelli as Treasurer. Unanimously approved.

10. **Directors’ Remarks**

There were no additional remarks.

11. **Next Meeting**

The next Board meeting shall be Monday, March 20, 2023, at 6:00 p.m. via Zoom.

12. **Executive Session** (non-directors to be excused)

12.1 Delinquency – Herriman presented the status of delinquent Co-owner accounts that have been assigned to legal counsel for collection.

12.2 Alleged Violations – no known violations.

13. **Adjournment**

There being no further business, the meeting was adjourned following the Executive Session, at 7:44 p.m.