

# Cherry Hill Village Homeowners Association

## Board of Directors Meeting

Monday, May 15, 2023; 6:00 p.m.

Virtual Meeting - Zoom

### MEETING MINUTES

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

President Barb Babut called the meeting to order at 6:03 p.m.

Directors Present: Ms. Barb Babut, Mr. Gene Antonelli, Mr. Scott Turowski and Mr. Brett Fox.

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

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

#### **Approval of Agenda**

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

#### 2. **Co-owner Comments**

There were no non-director Co-owners present.

#### 3. **Approval of Minutes of Preceding Meeting**

Director Antonelli moved and Director Babut seconded to approve the minutes of the April 17, 2023 board meeting as presented. Unanimously approved.

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

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

CHV I: April 30, 2023 fund balances: Operating Fund: \$16,222.39; Reserves Fund: \$888,528.23. Shows a negative variance for the year-to-date period in comparing actual results to budget, of \$6,473.46.

CHV II: April 30, 2023 fund balances: Operating Fund: \$120,404.50; Reserves Fund: \$428,100.55. Shows a negative variance for the year-to-date period in comparing actual results to budget, of \$183,572.64, which is more than explained by the non-budgeted expense for Fire Suppression System Antifreeze, which total is \$187,535.00. The project was not budgeted for 2023, but was performed for safety and regulatory compliance.

Director Babut moved and Director Turowski seconded to accept the April financial reports. Unanimously approved.

#### 6. **Committee Reports**

##### 6.1 ARDC

Director Babut said there have been several requests pertaining to exterior paint colors.

#### 7. **Management Report**

Jeff McDuff and Dan Herriman reported on the status of current financial, administrative and maintenance matters, including:

- The project to replace CHV II fire suppression material is completed.
- CHV II water casualty repairs are progressing.
- CHV II roof replacement contract was awarded, by the board, to Roof-One, LLC in April. It will include replacement gutters. Roofing Technology Associates will monitor the work.

#### 8. **Unfinished Business**

##### 8.1 CHV - River Hill Ridge – Roadway Easement Payment Obligations to CHV

RHR is to be invoiced for its share of all future shared roadway maintenance, repairs, and replacements.

#### 9. **New Business**

##### 9.1 Award CHV I and/or CHV II Service Contracts

Mr. McDuff reported on the status of several service contracts.

Street cleaning is scheduled for Tuesday, May 16, 2023.  
Dryer vent cleaning will be performed for CHV II, from the exterior.  
Working with President Babut to obtain and install six park benches in the community.  
Will inspect concrete walks in CHV I and notify owners of replacement requirements.  
The board instructed management that Co-owners are to be notified that they must cause identified concrete to be replaced. Association is offering a contractor and quote. If owners do not comply, management will have the work performed and invoice the CHV I owner(s).

- 9.2 CHV II – Initiatives to Collect the Votes  
President Babut sought volunteers to collect the votes for the proposed amended and restated Master Deed and Bylaws.

10. **Directors' Remarks**

There were no additional remarks.

11. **Next Meeting**

The next Board meeting shall be Monday, June 19, 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. No board action was required.  
12.2 Alleged Violations – no known violations.

13. **Adjournment**

There being no further business, the meeting was adjourned following the Executive Session, at 7:15 p.m.