

# Cherry Hill Village Homeowners Association

## Board of Directors Meeting

Monday, June 19, 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 6:02 p.m.

Directors Present: Ms. Barb Babut, Ms. Bridgette Cramton, Mr. Gene Antonelli, Ms. Inderjeet Talwar and Mr. Scott Turowski.

Directors Not Present: Mr. Brett Fox, Mr. Mike Sielaff and Mr. Jack Ventimiglia.

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

#### **Approval of Agenda**

Director Babut moved, and Director Antonelli 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 Babut moved and Director Turowski seconded to approve the minutes of the May 15, 2023 board meeting as presented. Unanimously approved.

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

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

CHV I: May 31, 2023 fund balances: Operating Fund: \$18,223.57; Reserves Fund: \$898,500.59. Shows a negative variance for the year-to-date period in comparing actual results to budget, of \$6,014.26.

CHV II: May 31, 2023 fund balances: Operating Fund: \$122,975.41; Reserves Fund: \$452,012.76. Shows a negative variance for the year-to-date period in comparing actual results to budget, of \$182,640.64, 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 Turowski moved and Director Talwar seconded to accept the May 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:

- CHV II water casualty repairs are approaching completion.
- CHV II roof replacement contract was awarded, by the board, to Roof-One, LLC in April. It will include replacement gutters. Roofing Technology Associates is monitoring the work.
- H.G. Sartor Asphalt Paving quoted \$33,000 to perform all specified asphalt patch/repair work in the community.

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

##### 8.1 CHV II – Proposed Amended and Restated Master Deed and Bylaws

There was a discussion about the status of votes submitted and the need to pound the pavement to secure more votes. (Management subsequently suggested erecting a secure mailbox on site for depositing ballots, which was implemented.) The voting deadline is July 5, 2023.

9. **New Business**

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

Directors have discussed an initiative to install up to 25 new park benches in the community. A preferred bench product will cost up to \$1,000 each. It was resolved to budget \$12,000 for the installation of benches this year and to install as many as such budget will fund.

Management will proceed to contract replacement sections of sidewalk in CHV I that are Co-owner responsibility, and will invoice the respective Condo site lot owners.

- 9.2 CHV Website  
President Babut indicated that the Association is going to need website hosting and support services. Ms. Babut, Mr. McDuff, and Mr. Herriman are to discuss needs and how they can best be met.

10. **Directors' Remarks**

There were no additional remarks.

11. **Next Meeting**

The next Board meeting shall be Monday, July 17, 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 – two are documented in Executive Session meeting minutes.

13. **Adjournment**

There being no further business, the meeting was adjourned following the Executive Session, at 7:27 p.m.