

# Cherry Hill Village Homeowners Association

## Board of Directors Meeting

Monday, September 18, 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 6:01 p.m.

Directors Present: Ms. Barb Babut, Ms. Bridgette Cramton, Mr. Gene Antonelli (departed at 6:31 pm), Mr. Brett Fox, Mr. Mike Sielaff, Ms. Inderjeet Talwar, Mr. Scott Turowski (joined at 6:32 pm).

Directors Not Present: Mr. Jack Ventimiglia.

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

#### **Approval of Agenda**

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

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

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

CHV I: August 31, 2023 fund balances: Operating Fund: \$15,803.83; Reserves Fund: \$897,468.77. Shows a negative variance for the year-to-date period in comparing actual results to budget, of \$16,992.68, of which \$10,021.96 is explained by a non-budgeted expense for landscape improvements, most replacement plants.

CHV II: August 31, 2023 fund balances: Operating Fund: \$127,565.38; Reserves Fund: \$480,400.96. Shows a negative variance for the year-to-date period in comparing actual results to budget, of \$190,389.82, which is explained by the non-budgeted expense for Fire Suppression System Antifreeze, which total is \$191,147.00. The project was not budgeted for 2023, but was performed for safety and regulatory compliance.

Director Babut moved and Director Talwar seconded to accept the July and August financial reports. Unanimously approved.

Dan Herriman will initiate a meeting with Treasurer Gene Antonelli to commence development of the 2024 budgets for both CHV I and CHV II.

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

6.1 ARDC

Director Babut said that a request for a fence on Filmore is pending.

#### 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, for another casualty, are underway.
- CHV II roof replacement project is underway by Roof-One, LLC. 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. Work has been performed.
- New park benches (24) have been received.

8. **Unfinished Business**

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

The voting deadline was July 5, 2023. Due to a lack of a sufficient number of votes, the proposed amended governing documents were not approved.

Director Babut moved and Director Cramton seconded to proceed to submit proposed Amended and Restated Master Deed and Condominium Bylaws to the CHV II membership, for their approval. The motion was unanimously approved.

9. **New Business**

9.1 Award CHV I and/or CHV II Service Contracts

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

10. **Directors' Remarks**

President Babut reported that she has been working with a firm to enhance and administer the CHV website. She will send an invite to directors and management for the vendor's presentation.

11. **Next Meeting**

The next Board meeting shall be Monday, October 15, 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 – there was no further discussion.

13. **Adjournment**

There being no further business, the meeting was adjourned at 6:52 p.m.