

## BOARD MEETING SUMMARY...APRIL 20, 2020

In Attendance: Larry Saunders, Mike DeCicco, Joe Bruno, Neil Cavaleri Robin Wetmore

### OFFICERS' REPORTS

#### President: Larry Saunders

- Let me refer to the Action Items that are about the moving of funds. Both of these actions were recommended by the Finance Committee and agreed by the Board after investigating that this action could be done. The funds being moved is the surplus that was accrued at the end of 2019, \$270k and the portion of the HOA monthly fee designated for the Capital Reserves. Both are being placed in the Operating budget. This is only a precautionary move as we still don't know how long we will be closed or under what conditions we will be allowed to re-open. Now we only know May 15<sup>th</sup> is the date the Governor has stipulated so far.
- As for the number of known residents who have tested positive, we know only one in Greenbriar. We are in contact with Mayor Baulderstone and the Police Chief who will update us if that number changes. We want to thank Ken for moving so quickly to get the proposed testing site out of Waretown.

#### Co-Vice President: Mike Decicco

- Many golfers have contacted the Association to inquire about the status of golf. While there are many moving parts which impact our golf course, we want to share an update on our approach for this unprecedented season. After careful consideration, the Board has agreed to provide a partial credit to the golf members who had signed up prior to the course being closed under the Governor's Executive Order. The amount will be determined based on the number of weeks that the course is closed and calculated based on fees paid. Golfers will be given an option to have credit applied to next season's membership at the 2020 rates. We will use a similar approach to recalibrate membership for the remainder of the season. It goes without saying that we won't be able to know the specifics until we know when we are given the go ahead from the Governor. As we all know the golf course is our most important asset and the Billy Casper team has been maintaining it so it will be ready to open.

#### Co-Vice President: Joe Bruno:

- NJ Primary date is currently set for July 7
- On Monday April 13<sup>th</sup>, both houses of the NJ Legislature have pulled the bill that would have provided a moratorium on all forms of debt collection including HOA fees. This doesn't mean the bill is dead but it does give the Community Association for Legislative Action an opportunity to negotiate a fairer bill.

## Treasurer: Robin Wetmore

- Funds Dispersed....\$324,786
- The Association has applied for the PPP (Paycheck Protection Program) loan under the CARE Act. Thank you to Alicia Campbell and members of the Finance Committee for gathering the information and completing the application. We will continue to explore other options that may become available and report the results of our application once we receive notification from the government.
- In March our concierge staff worked to get refunds mailed to residents for the shows that were canceled.

## Secretary: Neil Cavaleri

- In reference to the pool dehumidifier, the Board has agreed to move forward with the refurbishment of the internal working parts rather than buy new. There are issues which are still outstanding before we process the order. We have listened to our community experts, so thank you to Mike, Joe and Tom for their support and expertise. As far as the a/c units on the roof after reviewing the feedback it was decided to replace the unit for the ballroom. This was discussed at length and even though there was not full agreement, the majority of the Board and management staff are in favor of replacement. As for the smaller a/c unit above the restaurant/bar the decision was to repair.
- As for the sanitizing of the bar glassware. Until we make a decision regarding a dishwasher behind the bar, we will purchase additional glasses, use the sanitizing agents in the bar sinks and when needed use the kitchen dishwasher.

## Manager's Report:

The staff appreciates your patience in waiting for responses from us. We are working from home and the information is not as readily available as it is when we are in the office.

### Upcoming Action Items

- Motion to renew the Taylor Management contract for three years (Board)  
Year #1-\$79,790      Year #2-\$80,600      Year #3-\$81,400
- Motion to approve continuing health insurance for our employees (Board)

## Action Items

- **Motion to continue the Billy Casper Contract under the same parameters as the current contract for five more years. To be funded by the Operating fund (GAC, BOD) Passed 5-0**
- **Motion to memorialize the approval Audio visual equipment (large screen smart tv with lap top projection capabilities) for the card rooms. An information board to be added in the lower hallway. Cost not to exceed \$16000 to be funded by the Operating fund. (BOD, Website, D&E Committees) Passed 5-0**
- **Motion to memorialize the approval adding library shelving at a cost not to exceed \$7000, to be funded by the Operating fund (Newspaper, Facilities) Passed 5-0**
- **Motion to replace the Roof Top HVAC unit for the Ballroom for a cost not to exceed \$160,000 to be funded by the Capital Replacement fund. (Board, Mgmt, Facilities) Passed 4-1**
- **Motion to repair the Roof Top Unit for the restaurant/bar for a cost not to exceed \$40,000 to be funded by the Capital Replacement fund (Board, Mgmt, Facilities) Passed 4-1**
- **Fire sprinklers line replacement at a cost not to exceed \$60,000 to be funded by Capital Replacement fund (Board, Mgmt) Passed 5-0**
- **Motion to accept the auditor's report (Finance Comm) Posted to Taylor Mgmt, Passed 5-0**
- **Motion to amend the 2020 Operating Budget to use excess revenues of \$269,833.00 from 2019 to offset possible loss of income due to the Pandemic to the 2020 budget as Deferred Income (Finance Comm) Passed 5-0**
- **Motion to amend the 2020 Operating Budget not to fund the Capital Replacement and Capital Improvement Fund for 2020 to offset possible loss of income due to the Pandemic to the 2020 budget. (Finance Comm) Passed 5-0**
- **Motion to approve the Association's Insurance policies for 2020 at a cost not to exceed \$166,530, to be brokered by Brown & Brown Insurance. Passed 5-0**

**\*Questions regarding the Board Agenda can be emailed to the Mgmt Office.**