

TAVISTOCK CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
September 26, 2023

A meeting of the Board of Directors was held at the Cherry Hill Public Library. Meeting was open to all members of the Association.

The meeting was called to order by Barbara Gordon at 6:35 PM.

Roll Call

Board Members

Barbara Gordon	Present
Dennis Boyle	Present
Jim Lizzi	Present

Management

Karen Merlino	Present
Don Merlino	Present

Minutes

Minutes of the June 13, 2023 Special Meeting were approved as written.

Minutes of the June 19, 2023 Annual Meeting and Election were approved as written.

Financial Reports

Karen Merlino presented the attached financial reports. Reports were reviewed and filed pending audit.

The tax preparation for the Association and audit for year ending March 31, 2023 will begin on October 15, 2023 with the new accounting firm of Ruotolo, Spewak & Co. The firm assured management that the tax items will be completed no later than January 15, 2024. The audit may take longer since it is a new account. Karen Merlino will work with the auditors to complete these items.

Meeting Dates

The Board has agreed that there will be due regular meetings per year. Dates will be set and notice made to the membership once dates are available. It was noted that working meetings such as budget workshops are not open to the membership in accordance with the By-laws.

Elections

As announced at the Annual meeting held on June 19, 2023, the new election procedures as outlined by the State of New Jersey are now in effect. The date of March 4th, 2024 has been selected as the date for the next annual meeting and election. Management is working with counsel to assure compliance and will take necessary actions. A "time line" of requirements for the election process was presented.

Code of Conduct

In regards to future open meetings, the Board and Management discussed the need to set forth guidelines and a "Code of Conduct" for all open meetings. A resolution was presented to the Board for review.

A motion was made by D. Boyle to accept and put forth the resolution as written.

All were in favor, the motion carried and the resolution was adopted. (Attached)

The resolution will be published on the Association's website.

Insurance

It was noted that there was a small increase in the insurance package this year. The Board expressed a desire to stay with our brokers World Insurance formerly Fairways Insurance, as they have been very diligent in providing the best rates and coverage over the past 30 years.

Engineering Report

After the severe storms on 7/3/23, it was decided by the Board via email to contract the engineering firm of Pennoni Associates to investigate remedies for the flooding and drainage issues. Management presented drawings from Pennoni Associates regarding the engineering studies and report performed. The report shows that six (6) buildings are built below acceptable grade and measures need to be taken to provide adequate slope and runoff. It was noted that the recent storms were well outside of normal rainfall, however given current changing climate events, this work will be necessary to prevent further flooding.

The plan will be divided into three phases, two of which can be addressed immediately. This would provide both overland and underground relief in the buildings recently damaged as a result of flooding rains.

Phase 1: Buildings 4

Phase 2: 14, 15, and 16

Phase 3: Parking area to bridge near Buildings 21 & 22

Proposals from Elite Landscaping were presented and a motion was made by D. Boyle to accept the proposals and proceed with the work. approved. All were in favor. Motion carried and proposals signed.

Damage to Buildings

Management presented costs and current status of remediation and rebuilding efforts in the 4 units damaged in the floods from 7/3/23. There was some concern that the Association taking responsibility for the repairs may be in deference to the governing documents. It was noted that at least one unit was uninsured which prompted the Association's action.

Management will discuss the matter with Counsel for the Association, at which time a policy will be reviewed and determined for future events.

Ongoing Maintenance

Management reported on the ongoing stair replacements. The Township has approved the final installation and we will move forward with other replacements where needed most. The

railings were discussed and new colors were found which should be more aesthetically suitable. It was noted that each set of steps cost over \$9,000 to replace which is more than double what the Kipcon Reserve Study suggests. There are 81 sets of steps in Tavistock and if done all at one time would cost in excess of \$729,000.

Foot Bridge

The services of Robert Haas have been engaged to rebuild the foot bridge . Work should commence in the spring.

Resident Concerns

There was discussion regarding patio installations and holiday decorations. The Association's policy on both are well publicized and will be enforced.

Petition

A petition with 31 signatures requesting to have a pool heater installed was presented. It was noted that there were several renters that signed the petition. Also duplicate unit numbers or two signatures for one unit, and one member signed that is not in good standing. The petition was requesting that a heater be installed at the pool.

Signatures of unit owners in good standing:	25
Duplicate unit numbers:	4
Renters:	6

The Board will investigate the cost and feasibility of such an installation prior to the 2024 pool season.

Executive Session

The Board went into executive session to discuss current litigation (Aja vs Tavistock et al. and Romano Vs Tavistock et al.). As well as the ADA complaint filed by the owners in unit 230).

President Barbara Gordon opened the floor to questions and discussion. Several residents were in attendance and all questions answered.

The meeting was adjourned at 8:15 p.m.