



FERNBROOKE HOMEOWNERS ASSOCIATION

Quarterly Board Meeting Minutes for April 20, 2023

CALL TO ORDER:

The meeting was called to order by Ralph Hendrickson at 7:01 pm.

ROLL CALL:

Ralph Hendrickson, President	Present
John Caruso, Vice President	Present
Bill Rafuse, Treasurer	Present
Bryan O'Neal, Secretary	Present
Janet Friedman, Trustee at Large	Present
Tina Johnson, APM Community Manager	Present
Ellen Woeller, APM Community Assistant	Present

MINUTES APPROVAL:

Approval of the Quarterly Board Meeting minutes for January 19, 2023. A motion to approve, first by John Caruso; seconded by Ralph Hendrickson. The vote to approve the Meeting Minutes was unanimously approved.

SPECIAL GUEST SPEAKER

Ralph Hendrickson introduced Chuck Rohr from Hancock Farms to speak to the community. Chuck Rohr gave a history of the Hancock Family Farm and the future plans for the farm.

REPORT UPDATES

- Financial Asset Report - Bill Rafuse presented the Financial Asset Report (03/31/2023).
- ARB Committee Report - Bryan O'Neal presented the ARB 2023 Application Requests Report (04/20/202).

NEWS & EVENTS

- Fernbrooke's Ladies Luncheon – Janet Friedman reported the luncheon will be at O'Connor's on April 26th at 12:30 pm.
- Westampton Land Development Board Meeting – Bryan O'Neal mentioned that the LDB Meeting to discuss the proposed warehouse on Springside Road was postponed to May 3rd. All Westampton residents should attend this important meeting regarding warehouse development in the township.

- Burlington County Senior Expo – Bryan O’Neal mentioned that the Burlington County Senior Expo is to take place on June 14th at the Masonic Home in Burlington Township. Additional information on this Expo has been posted on the Fernbrooke’s website.

OLD BUSINESS

- RFP# 23-01 – Tree Removal & Cleanup (Hedgerow)
Ralph Hendrickson mentioned that this Project has been delayed due to a contractor (Cornerstone) that keep delaying the work and the Board decided to go with the second contractor (Hyperion) which will start on or about May 1st to remove and cleanup the dead trees and branches from the east side hedgerows. Hopefully, the west side hedgerows cleanup will start in late fall or early winter timeframe.
- RFP# 23-02 – Tree Pruning & Trimming (Common Areas)
Ralph Hendrickson mentioned that this project will coincide with the Tree Removal & Cleanup Project by Hyperion Tree Services.
- RFP# 23-03 – Community Management Services
Bryan O’Neal mentioned that the Board received three proposals for Community Management Services and decided to grant APM a one year contract from 05/01/2023 thru 04/30/2024.

NEW BUSINESS

- RFP# 23-04 – Circle Garden Bed Renovations
Bryan O’Neal mentioned that the Circle Garden Bed will go thru a minor renovation by replacing the brick pavers with either plants or gravel.
- RFP# 23-05 – Trees & Shrubs Landscaping (Phase I)
Ralph Hendrickson presented the trees and shrubs landscaping plans to the community and mentioned that the Association will be going out to bids shortly.
- RFP# 23-06 – Pond Mapping & Analysis Services
Bryan O’Neal mentioned that the Association will be going out to bids to have the pond mapped and analyze to determine how deep the pond is and how much sediment is on the pond’s bottom. This information will be beneficial in determining when the pond will need to be dredged. This service will be conducted in late fall.
- RFP# 23-07 – Landscaping & Snow Removal Management Services
Bryan O’Neal mentioned that the current contract with A&M ends in November and the Association will be going out to bids for landscaping and snow removal services.
- RFP# 23-05 – Entrance Pavers Drainage Issue
Bryan O’Neal mentioned that the Association will be going out to bids to have the sunken pavers at the entrance remove, fix base, and reset pavers.

OPEN MEETING for PUBLIC COMMENTS

The meeting was opened to the attending homeowners for questions & comments.

John McCarty (40 Mayfaire) – Asked on the status of 44 Mayfaire. He mentioned that the home is shabby and wanted to know what the bank is going to do to clean up the property.

Tina Johnson – Had recent communication with a new bank that has taken over the property at 44 Mayfaire and will sent them information on what needs to be done to the exterior. Tina Johnson mentioned that the banks are overwhelmed with foreclosed properties and that it takes time to legally settle and put on the market.

Ralph Hendrickson - Since no other public comments, the open meeting for public comments has been closed.

BOARD COMMENTS

Ralph Hendrickson commented that he appreciates the effort that each of the homeowners has made thru the years to keep their properties nice and understands the concerns from John McCarty regarding 44 Mayfaire.

ADJOURNMENT

A motion to adjourn, first by Bryan O’Neal; seconded by John Caruso. The vote to adjourn was unanimously approved. The meeting adjourned at 7:44 pm.

EXECUTIVE SESSION

The Board convene to an Executive Session. This session was closed to the public.

Approved



FERNBROOKE HOMEOWNERS ASSOCIATION

Board of Trustees Quarterly Meeting

Thursday, April 20, 2023

AGENDA

- **Call Meeting to Order**
- **Roll Call**
- **Approval of Minutes**
 - Quarterly Meeting Minutes – January 19, 2023
- **Special Guest Speaker**
 - Hancock Family Farms
- **Report Updates**
 - Financial Report
 - ARB Committee Report
- **News & Events**
 - Fernbrooke's Ladies Luncheon – April 26th
 - Westampton Land Development Board Meeting – May 3rd
 - Burlington County Senior Expo – June 14th
- **Old Business**
 - RFP# 23-01 – Tree Removal & Cleanup (Hedgerows)
 - RFP# 23-02 – Tree Pruning & Trimming (Common Areas)
 - RFP# 23-03 – Community Management Services

- **New Business**

- RFP# 23-04 – Circle Garden Bed Renovations
- RFP# 23-05 – Trees & Shrubs Landscaping (Phase I)
- RFP# 23-06 – Pond Mapping & Analysis Services
- RFP# 23-07 – Landscaping & Snow Removal Management Services
- RFP# 23-08 – Entrance Pavers Drainage Issue

- **Open Meeting for Public Comment**

Please remember to state your name and address for the record.

- **Board Comments**

- **Adjournment**

- **Executive Session**

Please note:

Public Comment is an opportunity for the public to present their views—both positive and negative. It is not a question-and-answer period. Neither the President nor Board Members will engage in a back-and-forth exchange so speakers are encouraged to present all their views. The President as well as any Board Member may respond to any comment after such speaker is finished. The President may refer the speaker to respond in writing to the Community Management Company.

Reminder that the President and Board Members are volunteers to the Association and are not paid for their services to the community. No speaker shall engage in any personally offensive, derogatory or abusive remarks. The President shall immediately call to order any speaker who violates this provision and that speaker may be banned from speaking at future meetings.



Fernbrooke Homeowners Association

Financial Asset Report

Reporting Period Through: 03/31/2023

Cash Accounts

1004 - Cash-Checking - Operating	\$53,987.30
1005 - Cash-M/M – Operating Reserves	<u>\$44,275.62</u>
Cash Accounts Total	\$98,253.92

Capital Reserve Account

1007 - Cash-M/M – Capital Reserve	\$159,698.04
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Total Association Cash Assets: **\$257,951.96**



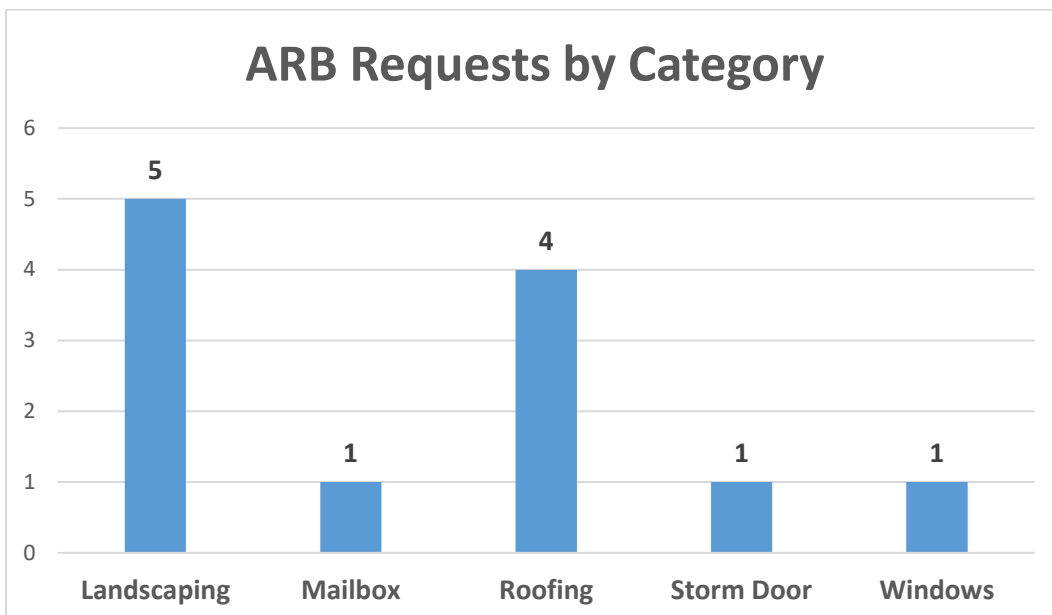
Fernbrooke Homeowners Association

ARB 2023 Application Requests Report

Reporting Period Through: 04/20/2023

Application Requests Status

Requests Received (YTD)	<u>12</u>
Requests Closed/Completed	5
Requests Open/Pending	7
Requests Denied/Not Approved	0
Requests Cancelled	0
Requests Expired (6 months)	0



FHOA's Board Quarterly Zoom Meeting

Attendance Report by Name

Start Time: 4/20/2023 19:00

End Time: 4/20/2023 19:44

Duration (Minutes): 44

Participants: 28

Name (Original Name)	Join Time	Leave Time	Duration (Minutes)	Guest	Recording Consent	In Waiting Room
Ben Abboa-Offei	4/20/2023 19:00	4/20/2023 19:00	1	Yes		Yes
Ben Abboa-Offei	4/20/2023 19:00	4/20/2023 19:44	45	Yes	Yes	No
Betty Jean Devlin	4/20/2023 18:54	4/20/2023 19:00	7	Yes		Yes
Betty Jean Devlin	4/20/2023 19:00	4/20/2023 19:44	45	Yes	Yes	No
Bivins	4/20/2023 18:46	4/20/2023 19:00	15	Yes		Yes
Bivins	4/20/2023 19:00	4/20/2023 19:44	44	Yes	Yes	No
Bryan O'Neal	4/20/2023 18:46	4/20/2023 20:47	121	No		No
bubz's iPad	4/20/2023 18:59	4/20/2023 19:00	2	Yes		Yes
bubz's iPad	4/20/2023 19:00	4/20/2023 19:03	4	Yes	Yes	No
bubz's iPad	4/20/2023 19:04	4/20/2023 19:04	1	Yes		Yes
bubz's iPad	4/20/2023 19:04	4/20/2023 19:44	41	Yes	Yes	No
celeste diehl	4/20/2023 18:52	4/20/2023 19:00	8	Yes		Yes
celeste diehl	4/20/2023 19:00	4/20/2023 19:01	1	Yes	No	No
celeste diehl	4/20/2023 19:02	4/20/2023 19:02	1	Yes		Yes
celeste diehl	4/20/2023 19:02	4/20/2023 19:45	43	Yes	Yes	No
Charles Roohr	4/20/2023 18:59	4/20/2023 19:00	2	Yes		Yes
Charles Roohr	4/20/2023 19:00	4/20/2023 19:04	4	Yes		No
Charles Roohr	4/20/2023 19:06	4/20/2023 19:07	1	Yes		Yes
Charles Roohr	4/20/2023 19:07	4/20/2023 19:44	38	Yes	Yes	No
Christine Caruso	4/20/2023 18:57	4/20/2023 19:00	4	Yes		Yes
Christine Caruso	4/20/2023 19:00	4/20/2023 19:45	46	Yes	Yes	No
cjman	4/20/2023 18:55	4/20/2023 19:00	6	Yes		Yes

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cjman	4/20/2023 19:00	4/20/2023 19:45	46	Yes	Yes	No
donna colaneri	4/20/2023 18:51	4/20/2023 19:00	9	Yes		Yes
donna colaneri	4/20/2023 19:00	4/20/2023 19:45	45	Yes		No
ewoeller	4/20/2023 18:55	4/20/2023 18:55	1	Yes		Yes
ewoeller	4/20/2023 18:55	4/20/2023 20:47	112	Yes	Yes	No
iPad	4/20/2023 18:52	4/20/2023 19:00		Yes		Yes
iPad	4/20/2023 19:00	4/20/2023 19:45	45	Yes	Yes	No
iPhone (2) Marge Norton	4/20/2023 18:59	4/20/2023 19:00	1	Yes		Yes
iPhone (2) Marge Norton	4/20/2023 19:00	4/20/2023 19:45	46	Yes	Yes	No
janet friedman	4/20/2023 18:59	4/20/2023 18:59	1	Yes		Yes
janet friedman	4/20/2023 18:59	4/20/2023 20:47	108	Yes	Yes	No
Joan Cline	4/20/2023 19:00	4/20/2023 19:00	1	Yes		Yes
Joan Cline	4/20/2023 19:00	4/20/2023 19:44	45	Yes	Yes	No
JOHN's iPad	4/20/2023 18:50	4/20/2023 18:50	1	Yes		Yes
JOHN's iPad	4/20/2023 18:50	4/20/2023 20:47	117	Yes	Yes	No
Marita	4/20/2023 18:57	4/20/2023 19:00	3	Yes		Yes
Marita	4/20/2023 19:00	4/20/2023 19:45	45	Yes		No
Marita McCarty	4/20/2023 19:08	4/20/2023 19:08	1	Yes		Yes
Marita McCarty	4/20/2023 19:08	4/20/2023 19:25	18	Yes	Yes	No
Ralph Hendrickson	4/20/2023 18:51	4/20/2023 18:51	1	Yes		Yes
Ralph Hendrickson	4/20/2023 18:51	4/20/2023 20:47	116	Yes	Yes	No
Ramzy1@comcast.net	4/20/2023 19:47	4/20/2023 19:49	2	Yes		Yes
ron	4/20/2023 19:29	4/20/2023 19:30	1	Yes		Yes
ron	4/20/2023 19:30	4/20/2023 19:44	15	Yes	Yes	No

FHOA's Board Quarterly Zoom Meeting

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Participants: 28

Ruth's iPad	4/20/2023 18:54	4/20/2023 19:00	6	Yes		Yes
Ruth's iPad	4/20/2023 19:00	4/20/2023 19:45	45	Yes	Yes	No
scott frankish	4/20/2023 19:14	4/20/2023 19:14	1	Yes		Yes
scott frankish	4/20/2023 19:14	4/20/2023 19:20	6	Yes	Yes	No
scott frankish	4/20/2023 19:22	4/20/2023 19:22	1	Yes		Yes
scott frankish	4/20/2023 19:22	4/20/2023 19:44	23	Yes	Yes	No
Tina Johnson	4/20/2023 18:59	4/20/2023 19:00	1	Yes		Yes
Tina Johnson	4/20/2023 19:00	4/20/2023 20:47	107	Yes	Yes	No
William Rafuse	4/20/2023 18:54	4/20/2023 18:54	1	Yes		Yes
William Rafuse	4/20/2023 18:54	4/20/2023 20:47	113	Yes	Yes	No