



# FERNBROOKE HOMEOWNERS ASSOCIATION

## Quarterly Board Meeting Minutes for July 18, 2024

### **CALL MEETING TO ORDER:**

The meeting was called to order at 7:06 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
Ellen Woeller, APM Community Assistant	Present

### **APPROVAL OF MINUTES:**

Approval of the Quarterly Board Meeting minutes for April 18, 2024. There were no updates to the meeting minutes. On a motion to approve, first by Bill Rafuse; seconded by John Caruso. The vote to approve the Meeting Minutes was unanimously approved.

### **REPORT UPDATES**

- Financial Asset Report - The Financial Asset Report for June 30, 2024 was formally presented.
- ARB Committee Report – The ARB YTD Application Requests Report for July 18, 2024 was formally presented.

### **NEWS & EVENTS**

- Community News & Events

Fernbrooke's Ladies Luncheon – The monthly luncheon will be on Friday, July 26<sup>th</sup> at Tres Yan & Wu restaurant in Mt. Laurel. Please RSVP Janet Friedman if attending.

Community Event – “Songs & Sundaes in September” will be held on Saturday, September 16<sup>th</sup> with music entertainment by the Southside Wanders.

- Township News & Events

Pending Legislation on Tree Replacement – The state has posed new regulations pertaining to removal of trees based on the NJDEP Watershed & Land Management regulation. More information forthcoming.

Land Development Board Meeting – There was no news to report at this time.

## **OLD BUSINESS**

- RFP# 24-01 – Entryway Pavers Reconstruction Project  
A&M is scheduled to start this project the week of July 29<sup>th</sup>. They will close down the entrance side for 7 – 10 days follow by the exit side.
- RFP# 24-02 – Trees & Shrubs Landscaping (Phase II) Project  
We issued a Request for Proposal (RFP) to five landscaping vendors and received two bids, with Flagg's Landscaping & Garden Center providing the most competitive offer.

On a motion to approve the bid from Flagg's Landscaping & Garden Center, first by Janet Friedman; seconded by Bill Rafuse.

Votes taken to approve the bid from Flagg's Landscaping & Garden Center:

- Ralph Hendrickson - Yes
- John Caruso - Yes
- Bill Rafuse - Yes
- Bryan O'Neal - Yes
- Janet Friedman – Yes

The vote to approve the bid from Flagg's Landscaping & Garden Center was unanimously approved.

## **NEW BUSINESS**

- Geese Issue - Resolution  
The Board presented the installation of an additional, low-cost fence barrier to prevent geese from passing under the existing fence and onto the sidewalks. The barrier will be situated on the pond side, not the sidewalk side, with an estimated cost of \$726.00.
- Road Signs Replacement  
The Board is currently seeking pricing for community road sign replacements, comprising seven 'Stop' signs, twenty-two 'No Parking This Side' signs, and one 'Do Not Enter' sign. As outlined in the community's Governing Documents, Fernbrooke is responsible for road sign maintenance. The Board will facilitate the procurement and installation of replacement signs, anticipating completion in September or October.

## **OPEN MEETING for PUBLIC COMMENTS**

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

**Q.** Celeste Diehl (32 Mayfaire) – Has a suggestion regarding inspection notices, once the violations have been completed and reported to APM, it would be nice to receive an acknowledgment back to the homeowner specifying that the property has been re-inspected.

**A.** Ellen Woeller – Will follow-up with the homeowner with either a letter or email to notified them that the re-inspection has been satisfied.

**Q.** Betty Devlin (21 Mayfaire) – Has a question pertaining to tax exemption for Fernbrooke. She believes that she read somewhere that because we are an organization that we are tax exempted.

**A.** John Caruso presented a document “Nonprofit Organizations and Government Entities” from the New Jersey Division of Taxation that specifies that homeowner associations do not qualify for exemption.

**Q.** Betty Devlin (21 Mayfaire) – The Budget for some reason is showing \$2,000 for “Pet Station Maintenance”.

A. Ellen Woeller explained that the new Vantaca system changed the G/L Accounts and that it has already been corrected for Fernbrooke.

Q. Betty Devlin (21 Mayfaire) – Regarding lawn care, due to dry conditions, can we expect a service reduction since personnel are walking around with equipment off? She possesses video evidence indicating incomplete work while full payment is being rendered.

A. Ellen Woeller will reach out to Mike at A&M regarding this matter.

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

### **COMMENTS FROM THE BOARD**

Ralph Hendrickson stated that the Board will diligently strive to identify solutions to the issues posed by the geese and take reasonable measures to mitigate the presence of goose droppings on sidewalks.

He also encouraged everyone to make a concerted effort to attend the community event scheduled for September.

### **NEXT MEETING**

Quarterly Board Meeting – Thursday, October 17, 2024 @ 7:00 pm

### **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 7:38 pm.



# FERNBROOKE HOMEOWNERS ASSOCIATION

Board of Trustees Quarterly Meeting

Thursday, July 18, 2024

## AGENDA

- **Call Meeting to Order**
- **Roll Call**
- **Approval of Minutes**
  - Quarterly Board Meeting Minutes – April 18, 2024
- **Report Updates**
  - Financial Asset Report
  - ARB Committee Report
- **News & Events**
  - Community
  - Township
- **Old Business**
  - RFP# 24-01 – Entryway Pavers Reconstruction Project
  - RFP# 24-02 – Trees & Shrubs Landscaping (Phase II) Project
- **New Business**
  - Geese Issue – Resolution
  - Road Signs Replacement
- **Open Meeting for Public Comment**

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

- **Comments from the Board**
- **Next Meeting**  
Quarterly Board Meeting – Thursday, October 17<sup>th</sup> @ 7:00 pm
- **Adjournment**

**NOTE:**

*Public Comment is an opportunity for the Fernbrooke residents to present their views—both positive and negative. The President as well as any Board Member may respond to any comments after such speaker is finished. The President may refer the speaker to respond in writing to the Community Management Company if they have question(s) that could not be answered at this time. Any written questions received will be addressed at the next Quarterly Board Meeting.*

*Reminder that the Board of Trustees 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 muted to speak.*



# Fernbrooke Homeowners Association Financial Asset Report

Reporting Period for 06/30/2024

## Operating Accounts

1000 – First Citizens Bank - Operating	\$9,270.51
1001 – Pacific Western Bank - Operating	\$3,688.30
1002 – Pacific Western Bank – Operating Reserves	<u>\$49,470.93</u>
Operating Account Totals:	<b>\$62,429.74</b>

## Capital Reserve Account

1031 - Pacific Western Bank – Capital Reserve	<b>\$176,383.09</b>
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**Total Operating & Capital Reserve Assets:      \$238,812.83**



# Fernbrooke Homeowners Association

## ARB Application Requests

### 2024 YTD Status Report

Reporting Period Through: 07/18/2024

<b><u>Requests Received (YTD)</u></b>	<b>25</b>
Completed/Closed	18
Open	4
Pending	1
Denied/Not Approved	1
Rescinded	1

# Fernbrooke's Luncheon



The Fernbrooke's Luncheon Club will have their monthly luncheon on Friday, July 26 at 12:30 pm at **Tres Yan & Wu** restaurant located at 3131 Rt. 38 & Larchmont Blvd, Mt. Laurel at the Bank of America Plaza.

Family and friends are welcome to join.

RSVP: Please contact Janet Friedman at (609) 468-6397 to be added to list of attendees.



# RFP# 24-02 - Trees & Shrubs Landscaping (Phase II)

## Vendor Bids

Vendor	Quote Number	Quote Amount	Sales Tax 6.625%	Total Amount
Flagg's Landscaping & Garden Center	3-Q104110	\$5,287.95	\$350.33	\$5,638.28
A&M Landscaping	EST4769139	\$6,120.00	\$405.45	\$6,525.45
Morgan Landscaping	No Bid Received	\$0.00	\$0.00	\$0.00
Briand's Landscaping & Garden Center	No Bid Received	\$0.00	\$0.00	\$0.00
Otto's Landscaping	No Bid Received	\$0.00	\$0.00	\$0.00

# Geese Issue - Resolution

The Board is proposing to purchase and install the following additional fence barrier. The fence barrier will be installed on the pond side of the fence not on the sidewalk side. The estimated cost would be \$726 and is easy to install.

