



FERNBROOKE HOMEOWNERS ASSOCIATION

Quarterly Board Meeting Minutes for July 20, 2023

CALL MEETING TO ORDER:

The meeting was called to order by Ralph Hendrickson at 7:04 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

APPROVAL OF MINUTES:

Approval of the Quarterly Board Meeting minutes for April 20, 2023. 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 - Bill Rafuse presented the Financial Asset Report (06/30/2023).
- ARB Committee Report – John Caruso presented the ARB 2023 Application Requests Report (07/18/2023).

NEWS & EVENTS

- Hancock Farm Warehouse – Ralph Hendrickson gave a brief update on the Westampton Land Development Board Meeting regarding the proposed warehouse on the Hancock Farm.
- Fernbrooke's Ladies Luncheon – Janet Friedman reported the luncheon will be at Westampton Dinner on July 28th at 12:30 pm.

OLD BUSINESS

- RFP# 23-04 – Circle Garden Bed Renovations
Bryan O'Neal mentioned that the Circle Garden Bed Renovations has been completed by A&M and he presented before and after pictures of the renovations.

- RFP# 23-05 – Trees & Shrubs Landscaping (Phase I)
Bryan O’Neal mentioned that the Association went out to bids and Flagg’s Garden Center and Landscaping won the bid and is scheduled to start the landscape planting the beginning of September.
- RFP# 23-07 – Landscaping & Snow Removal Management Services
Tina Johnson provided a brief update on this project. She received about six (6) replies from landscapers that are interested in the project so far. Now waiting on the bids to come in before the July 31st submission deadline.
- RFP# 23-08 – Entrance Pavers Reset Project
Tina Johnson provided a brief update on this project. She started calling vendors from the vendors list and hoped to receive some bids before the August 31st submission deadline.
- RFP# 23-09 – Hedgerow Entrance Spraying
Ralph Hendrickson mentioned that Delaware Valley Spray Services has been out for a follow-up spraying of the hedgerows. This project has now been completed.

NEW BUSINESS

- FHOA’s Rules and Regulations (Exhibit E) Revisions
Bryan O’Neal presented the new revisions to the FHOA’s Rules and Regulations (Exhibit E).

Approval of the revised FHOA’s Rules and Regulations (Exhibit E). A motion to approve, first by Bryan O’Neal; seconded by John Caruso.

Vote taken to approve the revised FHOA’s Rules and Regulations (Exhibit E)

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

The vote to approve the revised FHOA’s Rules and Regulations (Exhibit E) was unanimously approved

OPEN MEETING for PUBLIC COMMENTS

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

Betty Devlin (23 Mayfaire) – asked why the Financials for June has not been posted to the website.

Bryan O’Neal - replied that the June Financials will be posted after this meeting

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

ADJOURNMENT

A motion to adjourn, first by Bill Rafuse; seconded by John Caruso. The vote to adjourn was unanimously approved. The meeting adjourned at 7:25 pm.



FERNBROOKE HOMEOWNERS ASSOCIATION

Board of Trustees Quarterly Meeting

Thursday, July 20, 2023

AGENDA

- **Call Meeting to Order**
- **Roll Call**
- **Approval of Minutes**
 - Quarterly Meeting Minutes – April 20, 2023
- **Report Updates**
 - Financial Asset Report
 - ARB Committee Report
- **News & Events**
 - Hancock Farm Warehouse
 - Fernbrooke's Ladies Luncheon – July 28th
- **Old Business**
 - RFP# 23-04 – Circle Garden Bed Renovations
 - RFP# 23-05 – Trees & Shrubs Landscaping (Phase I)
 - RFP# 23-07 – Landscaping & Snow Removal Management Services
 - RFP# 23-08 – Entrance Pavers Reset Project
 - Hedgerow Entrance Spraying Service
- **New Business**
 - FHOA's Rules & Regulations (Exhibit E) - Revisions

- **Open Meeting for Public Comment**

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

- **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 banned from attending and speaking at future meetings.



Fernbrooke Homeowners Association Financial Asset Report

Reporting Period Through: 06/30/2023

Cash Accounts

1004 - Cash-Checking - Operating	\$44,838.78
1005 - Cash-M/M – Operating Reserves	<u>\$45,310.23</u>
Cash Accounts Totals:	\$90,149.01

Capital Reserve Account

1007 - Cash-M/M – Capital Reserve	\$163,020.72
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Total Cash & Capital Reserve Assets: \$253,169.73



Fernbrooke Homeowners Association

ARB 2023 Application Requests Report

Reporting Period Through: 07/18/2023

Application Requests Status

Requests Received (YTD)	<u>21</u>
Requests Closed/Completed	17
Requests Open/Pending	2
Requests Denied/Not Approved	2
Requests Cancelled	0
Requests Expired (6 months)	0

RFP# 23-04 Circle Garden Bed Renovations

**BEFORE
RENOVATIONS**



RFP# 23-04 Circle Garden Bed Renovations

**DURING
RENOVATIONS**



RFP# 23-04 Circle Garden Bed Renovations

**AFTER
RENOVATIONS**



FHOA's Quarterly Board Meeting

Zoom Attendance List

July 20, 2023

iPhone	7/20/2023 18:57	7/20/2023 19:03	7		Yes
iPhone	7/20/2023 19:03	7/20/2023 19:27	24		No
iPhone (2) Marge Norton	7/20/2023 18:56	7/20/2023 19:03	7		Yes
iPhone (2) Marge Norton	7/20/2023 19:03	7/20/2023 19:25	23	Yes	No
janet friedman	7/20/2023 18:43	7/20/2023 18:43	1		Yes
janet friedman	7/20/2023 18:43	7/20/2023 19:33	50	Yes	No
Joan Cline	7/20/2023 18:57	7/20/2023 19:03	6		Yes
Joan Cline	7/20/2023 19:03	7/20/2023 19:25	23	Yes	No
JOHN's iPad	7/20/2023 18:41	7/20/2023 18:41	1		Yes
JOHN's iPad	7/20/2023 18:41	7/20/2023 19:33	52	Yes	No
Marita and John McCarty	7/20/2023 18:58	7/20/2023 19:03	5		Yes
Marita and John McCarty	7/20/2023 19:03	7/20/2023 19:26	24		No
Marita and John McCarty	7/20/2023 19:26	7/20/2023 19:26	1		No
Nan	7/20/2023 18:58	7/20/2023 19:03	5		Yes
Nan	7/20/2023 19:03	7/20/2023 19:25	22	Yes	No
Ralph Hendrickson	7/20/2023 18:41	7/20/2023 18:41	1		Yes
Ralph Hendrickson	7/20/2023 18:41	7/20/2023 19:33	52	Yes	No
stanm	7/20/2023 19:03	7/20/2023 19:04	1		Yes
stanm	7/20/2023 19:04	7/20/2023 19:27	23	Yes	No
Tina Johnson	7/20/2023 19:00	7/20/2023 19:00	1		Yes
Tina Johnson	7/20/2023 19:00	7/20/2023 19:34	34	Yes	No
William Rafuse	7/20/2023 18:43	7/20/2023 18:43	1		Yes
William Rafuse	7/20/2023 18:43	7/20/2023 19:33	50	Yes	No