

**RIVER VALE AT HOLIDAY FARM**  
**TOWNHOUSE SECTION**  
**Meeting Minutes – November 30, 2017**

<b>Board of Directors Present:</b>	<b>Florence Morgenstein</b>	<b>Secretary</b>
	<b>Darlene Palmer</b>	<b>Director</b>
	<b>Lyn Gruber</b>	<b>Director</b>
<b>Board of Directors Absent:</b>	<b>Scott Gallagher</b>	<b>President</b>
<b>Preferred Management Inc.:</b>	<b>Stuart Smith</b>	<b>Property Manager</b>
<b>Unit Owners Present:</b>	<b>Bill Hepper</b>	<b>497 Piermont</b>
	<b>Bob Menzel</b>	<b>518 Piermont</b>

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**Meeting called to order at 7:30 P.M.**

**Approval of October Meeting Minutes by all Board members present.**

**1. Sales:**

- 3 Holiday Court: Dryer to Jaeger
  - i. 10/31/2017
  - ii. \$397,500.00
- 24 Holiday Court: DeLuca to Morelli and Chielli
  - i. 11/30/2017
  - ii. \$397,500.00

**2. Landscaping/Irrigation:**

- Board met with John from High Sierra on 11/21. Contract for maintenance/snow needs to be reviewed and approved by the Board.

**3. Superintendent:**

- Anthony has been working on the property, completing normal maintenance issues which include litter, dumpster, lights, gutters, distributing flyers and notices, tennis court., working with vendors and miscellaneous maintenance issues. Also he has started to remove recondition (including painting) all the “carriage” style front entrance lights for each unit.
- Tennis courts were closed for the season and gutter “spot” cleaning has begun.

#### **4. Financials:**

- October financials were mailed to Board on 11/13/2017
- As of 10/31/17 Total Cash on Hand \$380,065.46
  - i. Operating Cash Balance: \$13,489.93
  - ii. Reserve: \$366,575.53

#### **5. Resolution for 3 Month Working Capital Contribution**

- Resolution was sent to all unit owners on 11/3/2017

#### **6. Miscellaneous:**

- Water shutoff (for sprinkler system) completed in all units:
  - i. 7, 18, 25, 108, 509, 514, 497, Clubhouse
- Proposal from Emerson Fence for Manor House:
  - i. \$13,632.00
  - ii. Management to get additional quotes
- Sump Pump Inspection and Preventative Maintenance:
  - i. \$285.00
  - ii. Approved by Board

#### **7. Correspondence:**

- 510 P (Santomero): correspondence for account past due
- 31 HC (Baker): correspondence for improper disposal of garbage
- 6 HC (Kim): correspondence for street parking, dog walking, noise disturbance
- 106 HL (Tawil): Servpro invoice for removal of mold from roof leak
- Flyer(s): Flyer about meeting on Thursday instead of Wednesday this month

#### **8. Unit Owner Matters:**

- 495 P – needs to remove plywood by deck
- 493 P – needs to remove planting items under deck
- 491 P – to remove soccer nets from deck
- 497 P – to remove tables / recycle cans from ground
- 39 Carport – books being stored, needs removal
- 56 Carport – sheetrock being stored, needs removal
- 58 Carport – cleaning machine being stored, needs removal

Closed Session matters addressed at 8:15 P.M

**Next Meeting:            Wednesday, December 27, 2017**  
**7:30 PM – Clubhouse**