

**Ocean Sands Resort Association, Inc.**  
**Board of Trustees Meeting**  
**May 4, 2019**

**Call to Order:** The Regular Meeting of the Board of Trustees was called to order by the President Brian Carvale at 9:00 am, on May 4, 2019, pursuant to a written notice establishing the date, time and place.

***Pledge of Allegiance***

**Moment of Silence:** A moment of silence was observed in remembrance of the several OSRA residents who died over the winter.

**Roll Call:** The following Board Members were in attendance: Joe Puscian (Albacore), Dean Whitman (Bass), Lisa Zook (Alt. Caviar), Stanley Sands (Dolphin), Holly Myers (Alt. Dolphin), Robert Swartz (Alt Eel), Robert Magnotti (Guppy), Elizabeth Emde (Haddock), Harry Koestel (Alt. Inlet), Greg Hart (Jetty), Carol Eckroth (Kay-Ling), Mary Ellen Bulla (Neptune), Daniel Dunn (Pebble) and Michael Mis (S. Pebble). A quorum was present.

**Prior Meeting Minutes:** The minutes of the Regular Board Meeting of September 22, 2018 were reviewed.

**Treasurer's Report:** Stanley presented the Treasurer's Financial Report for the period ended April, 30, 2019 showing that we have begun the year running \$8,200 over budget due to approximately \$11,000 of unexpected start-up costs, including replacement of electric service to the rear bathhouse, electric repairs in the front of the campground with electrification of the shed, several site riser and pipe replacements due to freezing, and termite damage in the club house. However, unless we have unexpected sewer pump problems, we should be back on budget in a couple of months. The Club House renovation project continues to run at or just under the approved budget. Some unexpected costs to the club house, such as the termite damage and water intrusion at the rear wall were absorbed by OSRA's maintenance budget. Total cash and investment accounts (less the escrow reserve for property taxes) is \$224,239. Stanley reported that all sites have now paid their taxes and fees following collection work by Barry.

***Standing Committee Reports:***

**Audit (John Perillo):** John Perillo will issue a written report of the winter audit of all the books and records of OSRA before the General Information Meeting. Barry reminded all the Trustees, that in addition to this audit, OSRA's books and records are regularly reviewed by an outside accounting firm, which also prepares regular journal entries to ensure we follow proper accounting rules and prepares OSRA's annual tax return. The outside accounting firms report for the fiscal year ending in 2018 was emailed to all residents.

**Auxiliary (Kim Perillo):** Barb Pfeiffer reported on behalf of Kim that the auxiliary calendar, President's letter and cake-less bake sale fund raiser have been distributed to all residents. Everyone is encouraged to participate in the cake-less bake sale since that program funds so many of the great events at OSRA. Barb also reported that the new tables for the Clubhouse (being donated by the auxiliary) will be picked up on May 22<sup>nd</sup> and will be available for the General Information Meeting at the end of May.

*Clubhouse Upgrade – Special Committee (Barbara Pfeiffer):* Barbara Pfeiffer provided a full status report to the Trustees on the remaining items to be completed, timeline and budget. The project is on track to be completed in mid-May with a full and final cleaning scheduled. As listed above, the project remains at or just under budget. Barb publicly thanked Meg and Tom Bulla who made several trips over the winter to oversee the project on behalf of the committee, keeping everything on track. Despite some surprises, the project will be completed on schedule and on budget. Barb also publicly thanked the general contractor Joe Chambers who has been very professional and easy to work with.

*Beautification (Joe Sergio):* Joe reported that he just arrived from Florida and would begin the clean-up of various areas and would be purchasing flowers for the pots soon. The volunteer families (the Myers, Lester and Jeminey families) have already cleaned and trimmed selected gardens at the front of the campground. Replacement mulch will be needed. Joe suggested to the Trustees that we have a competition to see which street can do the best gardens at the ends of their street.

*Grounds and Buildings (Joe Sergio):* Joe reported that there was no major damage over the winter, and everything is generally in good shape.

*By-Laws (Glenn Baker):* No report. Brian requested that the bylaws be reviewed relating to the guidelines regarding the prohibition of using the dumpsters for construction materials to be sure they are clear, and everyone is on notice.

*Construction Committee (Glenn Baker):* No report.

*Purchasing (Stanley Sands/Bob Gorman):* With the passing of George Keefer, Stanly and Bob will take over that function.

*Pool Maintenance (Tina Ludy):* Tina reported that we continue to look for someone to work on the pool over this summer. An outside person has been identified to do most of the testing and opening and closing with details still to be worked out. In addition, we will be relying on the outside pool company for regular work and they will be providing the required CPO expertise and license. They will also perform the mandatory start up procedures before inspection. Bob Swartz raised the question about the possible replacement of the awning in the pool area since it is old and in need of repair. Bob has agreed to research the issue, get quotes and present to the full board for consideration.

*Finance and Budget (Stanley Sands):* No additional information. See Treasurer's Report above.

*Grievance (Greg Hart):* Greg advised that one grievance was filed relating to site boundary lines. In the next couple of weeks, Greg and the construction committee will remeasure the sites in question and replace the missing site markers. It is his plan to have both site owners present at the time of review so there are no questions and hopefully no further disputes.

*Maintenance (Bob Gorman):* No report.

*Rules and Regulations (Tim Birch):* Tim reported that there have been no changes to the Rules and Regulations at this time.

*Safety (Tim Birch):* Tim reported that other than the pressure tank explosion at the front bathhouse, no other safety issues have arisen. But as always, speed violations continue to be a problem. If you see something, say something. See the new Solicitation policy below.

*Welcoming Committee (Rose Albert):* No report.

***Old Business:***

Update on Several Maintenance Issues: Meg requested an update on several outstanding maintenance issues. First, has the pool water fill pressure issue been resolved. According to Harry, new pipes were installed but we will not know if they have solved the problem until the pool start-up. Second, will the campground get sprayed for mosquitos. Brian advised that he will send the usual letter to the county requesting spaying. Third, we continue to have cracks in some of the roads, will these be addressed. Stanley said that he will advise Bob upon his return to see what we can do. Forth, the issue of localized flooding on certain streets after rain storms. Ponding continues to be a problem, especially with all the spring rains and the local retention pond at full capacity. When that pond is full, water backs-up into the drain pipes and prevents further draining. At this time, absent a major investment, there is no simple solution. Any and all ideas on addressing this issue are welcome. Finally, Meg questioned why only part of the chain link fence was painted. Stanly indicated that they wanted to make the gates stand out but wanted the rest of the fence to blend in with the plantings. Some others suggested that an overall flat dark grey would also help make the fence look discreet. Different individuals have different views on aesthetics. Open for further discussion.

Site Inspection Procedure: There was some confusion on the current site inspection procedure by Trustees. Following discussion and review, the Board clarified the last policy change. To summarize, each street Trustee will inspect the sites on their street in accordance with the guidelines set forth on the inspection form. If or when, a site fails inspection, the street Trustee is free to issue the violation by themselves, or to ensure consistency, may choose to have an additional street Trustee sign the violation form as well. All Trustees must be available to review their own street as well as making themselves available to provide a second opinion and signature when requested by another Trustee.

***New Business:***

Dedication – Flag Pole – George Keefer: By unanimous resolution, the Board of Trustees dedicated the front entrance flag pole to the memory of George Keefer. George was a long-time resident, past President, past Trustee and past Committee Chairman who provided many years of dedicated volunteer service to the OSRA community. George and his wife Jan annually donated to OSRA all of the American flags. The main flag that flew while George was alive, was lowered, honorably folded and will be presented to the Jan and his surviving family members. A dedication plaque will be placed at the front entrance flag pole.

Solicitation Policy: Several residents raised concern about local businesses entering the resort uninvited and soliciting business. Following discussion, the Trustees decided to prohibit outside solicitation and will post signs accordingly. A business will still be allowed to enter the resort to make deliveries but will not be permitted to solicit any sites for additional business. Charities, such as the local fire department's hoagie sale, will be specifically invited to enter the resort on a case by case basis.

**Resolutions:** Upon motion, duly made, seconded and carried, it was **RESOLVED** that:

1. **Treasurer's Report:** The Treasurer's Year to Date Report dated as of April 30, 2019 is approved.
2. **Prior Meeting Minutes:** The minutes of the Regular Board Meeting of September 22, 2018 were unanimously approved.
3. **Dedication – George Keefer Memorial Flag Pole:** Following a review and discussion, the Board unanimously approved a resolution dedicating the front flag pole to the memory of George Keefer - long-time resident, past President, past Trustee and past Committee Chairman who provided many years of dedicated volunteer service to the OSRA community. A plaque of remembrance will be placed at the front flag pole.
4. **Site Inspection:** Following a review and discussion, the Board unanimously clarified the site inspection procedure. Each street Trustee will inspect the sites on their street in accordance with the guidelines set forth on the inspection form. If or when, a site fails inspection, the street Trustee is free to issue the violation by themselves, or to ensure consistency, may choose to have an additional street Trustee sign the violation form as well. All Trustees must be available to review their own street as well as making themselves available to provide a second opinion and signature when requested by another Trustee.
5. **Solicitation:** Following a thorough review and discussion, the Board unanimously approved the prohibition of all outside solicitation (with the exception of local charities which we be invited on a case by case basis). Appropriate signage will be posted at the front entrance.
6. **Meeting Date:** The next meeting will be the General Information Meeting on May 25, 2019 and the next regular Board Meeting is scheduled for July 6, 2019 at 9:00am to take place in the Ocean Sands Resort Association's Club House located at 56 Route 50, Oceanview, NJ.
7. **Agenda Items for Next Regular Board Meeting:** The Secretary will prepare and distribute an agenda for the next Board meeting which will include, in addition to the continuing reports and old business, the following new business: Committee formation – overall campground landscape and beautification design and maintenance; Water drainage issues; Mosquito control; chain link fence painting.

**Adjourned:** There being no further business, upon motion, duly made, seconded and carried, the meeting was adjourned.

**DATED: May 4, 2019**

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Barry D. Myers, Secretary