

**Ocean Sands Resort Association, Inc.**  
**Board of Trustees Meeting**  
**September 21, 2019**

**Call to Order:** The Regular Meeting of the Board of Trustees was called to order by the President Meg Bulla at 9:00 am, on September 21, 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 OSRA resident, Joanne Dunn, who recently passed away.

**Roll Call:** The following Board Members were in attendance: Guye Craig (Albacore), Joe Puscian (Alt. Albacore), Dean Whitman (Bass), Renee Jeminey (Alt. Bass), Tom Zook (Caviar), John Barbato (Alt. Caviar), Meg Bulla (Dolphin), Holly Myers (Alt. Dolphin), Dave Glouner (Alt. Eel), Raymond Pauley (Flounder), Glenn Baker (Alt. Flounder), Robert Magnotti (Guppy), Laurie Van Der Bogart (Alt. Guppy), Daniel Horvath (Haddock), Carmela LaRocco (Inlet), Greg Hart (Jetty), Maureen Olphert (Alt. Jetty), Carol Eckroth (Kay-Ling), Rose Albert (Neptune), Tina Ludy (Octopus), Cynthia Roselli (Alt. Octopus), Paul Pomilla (Alt. Pebble) and Michael Mis (S. Pebble). A quorum, with 100 percent of all streets present.

**Prior Meeting Minutes:** The minutes of the Annual Membership Meeting of September 1, 2019, and the Annual Organization Meeting dated September 1, 2019, were reviewed.

**Treasurer's Report:** Barry presented the Treasurer's Financial Report for the period ended August 31, 2019, showing that we continue to run under budget by approximately \$1800. Net cash is \$166,000 at this time. Barry reported that five sites have failed to pay their taxes when due. See also the Finance and Budget Committee Report below.

**Standing Committee Reports:**

**Audit (Barbara Pfeiffer):** Barbara Pfeiffer will conduct a winter audit of all the books and records of OSRA and issue a report to the Board in the spring. 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.

**Auxiliary (Kim Perillo):** No report.

**Clubhouse Upgrade – Special Committee (Barbara Pfeiffer):** Contractor Joe Chambers is doing final work in the kitchen with a fire suppression system. This project has been completed within budget.

**Grounds and Beautification (Holly Myers):** Holly thanked the volunteers who have watered plants and helped to maintain the gardens. She will be focused on the upkeep of all association property. Function and beautification will be addressed in the spring with what the budget permits. No clearing of land for parking will be done at this time. Some safety issues need to be addressed – trees that need to come down and drainage covers that need to be replaced.

**Buildings (Dennis Pfeiffer):** No report.

**By-Laws/Rules and Regulations (Tina Ludy):** Documents will be revised and rewritten.

*Construction (Glenn Baker):* Glenn reminded the Trustees that the deadline for permits to do winter work is October 15<sup>th</sup>. Permit requests can be given to him (70 Flounder) or one of his committee members: Joe Puscian – 9 Albacore, Bob Gorman – 62 Eel, Jim Burke – 152 Jetty. Emergency repairs can be authorized with a phone call but do need follow up with a permit.

*Purchasing (Bob Gorman/Stanley Sands):* No report.

*Pool Maintenance (Cathleen Craig):* Cathy questioned the service that Coastal is contracted for and what is actually being done. There are several areas that need attention – algae issue, tiles missing, broken coping, metal exposed. She also noted that the loungers on the pool deck need to be restrapped or replaced.

*Finance and Budget (Barry Myers):* Barry reviewed the proposed budget with the Trustees and advised that the recommendation of the budget committee is to increase the maintenance fee to \$750 per site. This would give us a surplus of \$40,000 after typical expenses. After the clubhouse project (\$120,000), we need to rebuild our funds. In three years we will have rebuilt our funds and have surplus for capital improvements like bathhouses and landscaping. The budget for line item of Telephone Expense will be changing with change of contract and phone lines.

*Grievance (Greg Hart):* Greg reviewed a grievance the committee received: Site (redacted) filed a grievance for a variance to approve a 5 foot setback of trailer from rear site line as suggested by Upper Township supervisor. The committee reviewed the grievance and recommended to the full board that the variance be permitted.

*Safety (Guye Craig):* Speeding is an issue that needs to be addressed. Guidelines, restrictions, and offenses need to be written.

*Welcoming (Kathy Glouner):* No report.

*Boat Enforcement (Mary Lou Baker):* Boat owners must follow the rules as far as having boats that are sea worthy with current registration and site numbers displayed.

### **Old Business:**

Road Crack Repair - Update: road cracks were sealed

Dog Fine – Procedure to Enforce: Rose Albert volunteered to draft a procedure to enforce the new rule of negligence in cleaning up after a pet.

Boat Parking Enforcement: Mary Lou will oversee that boat rules are being observed.

### **New Business:**

Setback Rules: Construction near Paths (General Use Common Ground): Five foot pedestrian path runs from Albacore back through the park. Standing variance puts construction setback one foot off path site lines.

Additional Parking – Need, Placement, Brush/Tree Removal: Holly and her committee will look into this in the spring.

Caretaker Job Description: Cesar has specific duties to be completed on park time. Call Bob Gorman if Cesar is needed for a park related issue.

Bathhouse Upgrade: Greg Hart volunteered to chair a special committee on bathhouse upgrades. Cosmetic issues were discussed: replacing shower heads, painting buildings, cleaning ceilings.

Landscaping Upgrade: Holly and her committee will address this in the spring.

Caretaker House Upgrade: Township representative said no permit required for internal work being done in house.

Budget Review and Approval – Establishment of Maintenance Fees: \$750 maintenance fee

2019 – Board Meeting Schedule – Approval: Barry presented to the Trustees a proposed schedule for next year's meetings. Following review and discussion, the schedule was approved with the July meeting noted as July 11. A resolution was passed to allow board members unable to attend a meeting to attend via a conference call.

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

- 1. Prior Meeting Minutes:** The minutes of the Annual Membership Meeting of September 1, 2019 and Annual Organization Meeting September 1, 2019 were unanimously approved.
- 2. Treasurer's Report:** The Treasurer's Year to Date Report dated as of August 31, 2019 is approved.
- 3. Grievance – Variance:** Following a review and discussion, the Board unanimously approved the variance of site (redacted) allowing them to use a 5 foot setback from trailer to rear site line as approved by Upper Township supervisor.
- 4. Setback Rules – Construction near Paths (General Use Common Ground):** Following a review and discussion, the Board unanimously approved a standing variance for a construction setback of 1 foot off of pedestrian path site lines.
- 5. Budget Approval – Establishment of Maintenance Fees:** Following a thorough review and discussion, the Board unanimously approved the proposed budget and established the 2019/2020 Maintenance Fee at \$750 per site.
- 6. Conference calls:** Following a discussion, the Board unanimously approved the use of conference calls for those Board members choosing to use as they are unable to attend a meeting.

- 7. Meeting Date:** The next regular Board Meeting is scheduled for May 2, 2020 at 9:00am to take place in the Ocean Sands Resort Association's Club House located at 56 Route 50, Ocean View, NJ.
- 8. Agenda Items for Next Regular Board Meeting:** The Recording 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: Bathhouse upgrade

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

**DATED: September 21, 2019**

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Tina E. Ludy, Recording Secretary