

Ocean Beach and Bay Club

P.O. Box 245 – Lavallette, NJ 08735

Phone (732)-793-3798

July 8, 2018

Monthly Trustee Meeting

Location: Clubhouse

Trustees Present: Ken Levine, Monica Anton, Ashley Swartz, Lorraine Polakowski, Sharon Andelora, Bobbie Mues, John Sorrentino, Frank Augustine

Excused Absences: Kate Baun, Mike Hanney

Meeting was called to order by Ken Levine at 8:05 p.m.

Monica Anton made a motion to accept the minutes of June 8, 2018. Frank Augustine seconded the motion. The motion approved by unanimous consent.

Communications

Ken Levine discussed the following correspondence:

1. Complaint about sand on the sidewalk.
2. Theft of beer
3. Complaint about a sinkhole filled with water. This was explored and determined not to be a sinkhole but a puddle after significant rain event.
4. Complaint about minimum mobi mats at the walkways. Discussion that Toms River will be providing mobi mats after the beach replenishment project.
5. Complaint that OBIII may be losing badge money. Suggestion was to have badge checkers compete to sell badges.
6. Complaint about the water on Goa Way. Would like that road paved.
7. Complaint about parking area on Amberjack. Suggestion to have a fence or shrubs planted to prevent cars from parking on the corner into the Goa Way road. This will be explored.
8. Complaint about open fire pits and how the OBIII office is handling the complaints by telling homeowners to contact Toms River or call police.

Financial Report (reported by Ashley Swartz)

- By hiring a bookkeeper everything has been reconciled. We are able to trace every deposit.
- Suspension list has been cleaned up.
- Special assessment: invoices will be mailed out.
- Ashley Swartz will convene the budget committee in July. Frank Augustine was asked to participate on the committee. Ashley Swartz asked for 1 or 2 community members to be on the committee as well.

- January to June has been reconciled.
- All deposits are accounted for.
- All departments need to account for petty cash.
- Questions from the Board regarding the A/R Aging Summary report and the errors contained within. Ashley Swartz voiced concerns about the misrecording of fees.
- Ken Levine made a collection procedure motion: Any member owing the Club \$1000.00 or more for over 90 days will have a lien placed on their property by the Association. John Sorrentino seconded the motion. The motion was approved by unanimous consent.
- Bobbie Mues developed an abandoned property letter that will be reviewed by Monica Anton.

Committee Reports

Security (report by John Sorrentino)

Rob has been documenting all the homes that are doing work on their homes. Patrol is in full force keeping the roads clear of illegal parking. Security is walking the beach and patrolling with the ATV at night.

Beach Report (report by Mike Hanney)

We had a very successful 4th of July with 22 water rescues and 3 medical incidents. I would also like at this time to thank our members and board members for voting yes to the purchase of the ATV, which already has proven its worth. We had a possible drowning on July 4, at 08:30 am with two kids in trouble in the water off walkway 1. Our guards raced to the scene on our ATV to make the Rescue as one child went under twice and was going under for the third time. We also had a very sad incident in Normandy Beach where we were requested for help. Don and Paul jumped on our ATV and raced to the scene for an unresponsive male in the water. We helped with the rescue and CPR. I'm sad to report that we all hoped for better results but pray for this family. Josh being a leader cleared a path with the help of all the badge checkers so we could get there on our ATV in a rapid time. I'm also very proud of our lifeguard staff that volunteered to work the lifeguard stand in Normandy for the remainder of the day and relieved the 2 lifeguards that who were only 16yrs old and tried there best with the attempted Rescue of the unresponsive male in the water. These poor young guards were emotionally drained and were sent home to be with their families. We should all be proud of our staff and I'm OB3 proud!!!

RULES COMMITTEE and MEMBERSHIP 7/6/18 (Report by Bobbie Mues)

(And OBBC Sign information)

June/July 2018

RULES REPORT: There appears to be a lot of cross-over between Grounds and Rules. The latest being the complaints of the condition of 206 Sailfish belonging to Frank Ferrari of Atlantic Property Development. I will be monitoring this as Frank advised us that the issue will be addressed. This property is listed on the TR new ordinance list as well. This is a grounds issue.

Because of a few of the situations I have been assigned, I suggest that the permit procedure be improved. Outstanding permits need to be followed up on, and permits need to be closed out with a final inspection. I refer to a 2016 permit for a paver driveway that was just done. I cannot now find this driveway in violation 2 years later (after our rule pertaining to pavers).

MEMBERSHIP: Interviews continue for new ownership. The list of new owners is kept in the office and the newly designed form stating that the owner has received and understand all the documents of our Club are kept as proof in each member's permanent office file. Membership signature is required.

GROUNDS: On June 16th, a letter was scheduled to be mailed to the owners of abandoned properties and houses that they are officially suspended and will be charged the \$1,000.00 reinstatement fee if and when the properties are returned to an approved condition. This letter was to be a follow up of action to the letter of violation letter dated April 20th. To date, I do not know the status of this issue.

In the meantime, Toms River has now adopted Ordinance 4579-18 (Property, Vacant and Foreclosed) for abandoned properties and houses. All vacant properties/building must register with the TR Township in accordance with this ordinance, complete a 4 page form and pay a fee based on the fee schedule, which increases yearly. This year the cost is \$750.00 for 2018 and \$2,000 next year up to \$5,000 by the 4th year. I have submitted the OBBC list of 18 properties; Toms River will do an inspection and determine the status of each and contact the homeowners accordingly. Even with this ordinance in place, it is our obligation to inform Code Enforcement in TR of these properties.

ADDITIONAL REPORT RE: OB SIGN: Our member, Keith Krecicki, is a graphic designer, is now working directly with Riedel Sign Co. and when all the required information has been given to Keith, he will report to the board. We thank Keith.

Legal (report by Monica Anton)

Online voting: The service is called Simply Voting. The attached proposal is very detailed and informative. You will find additional information at simplyvoting.com.

Summary:

Online voting --- Can be up and running fairly quickly. Must deliver to Simply Voting one spreadsheet with:

- Unique ID
- Names on deed (only one name is needed, but having them all often makes the named owners feel better)
- Email address

Would have to send out blast that this is the email address to which we will send online voting ballot. Maybe 3 part blast. Simply Voting would do this for us, no extra charge.

If someone has more than one property, then they will have more than one line item, and each property would have a different unique identifier. Do we use account numbers? Once an identifier is used it can't be re-used, so if a property is sold, a new identifier would be assigned to the new property owners.

We create the ballots in Simply Voting's system, add options, define rules (must vote, can abstain, etc.). There is room to add text, so can include biographies, rationale behind a new rule being voted on, etc.

When there will be in-person voting, we can open up online voting for a period of time, then turn it off before the meeting. Say 24 hours before. Or 1 hour. Whatever we want, that will give us enough time to run a report on who voted, so no duplicate voting can happen at a meeting.

Price (before negotiation) for up to 20 voting events/year:

Term	Price\$/year	Discounted%
1 year	\$826	0
2 year	\$743	10
3 year	\$702	15
4 year	\$661	20

Advantages to having online voting: People can vote without attending meetings. It's a very easy system. Write in voting is not accommodated using this system. OB2 uses it and advocates for this system. What you can't do at a meeting, you can't do online voting (ie change your vote).

We will try for a year and see if it works for OB3. Monica will negotiate a price. Procedure for voting will be presented to the Membership: online voting, email voting and regular mail

Certificate of Incorporation: It is complete but the State needs information on Workman's Comp for reporting.

Social (report by Sharon Andelora)

- Review of July 4 activities and greased watermelon contest a success.
- Movie nights and ice cream social are going well.

Building (report by Frank Augustine)

A meeting has been set up with an architect, from our community who is donating his expertise, to discuss the Clubhouse possibilities. Plumber from our community has offered to donate plumbing fixtures. Feedback from the community regarding the reconstruction of the Clubhouse has been positive and negative. Concerns regarding traffic flow since there is only one way in and one way out right now. The possibility of selling or leasing the current Club office property to subsidize the building of the Clubhouse is under discussion by the committee. Feasibility study will be done once we know the cost of rebuilding with an added 20%.

Roads (report by Ken Levine)

- Sand roads: we will have 4 proposals. We are making some inquiries to the State to try and tie into their drains.
- We have had 28 days of renting the Harley Rake and roller. We may need to purchase both pieces and the cost of the machinery will need to be added to the budget.
- Heron: the contractor suggested we leave the road as is and not pave the road. Paving may cause more flooding issues. We may need to go back to the Membership and either give part of their special assessment back or excavate the road and use the money for that.

Fundraising (report by Lorraine Polakowski)

- We've had 7 weekly baskets so far and have made approximately \$800. We are looking for 4 more donated baskets to get us through to the end of the summer.
- July 4: we handed out approximately 100 flags and received \$18 in donations.
- Hats to be sold will be arriving any time now.
- We had a \$500 donation from an annual renter.
- We will be selling boards for \$300 for our boardwalk. We will start promoting.
- Karaoke night Friday 13 and we'll be selling our merchandise. Concession stand will be open.
- Pirate Bingo brought in over \$600. Very successful night. We could use more room. If the machines were removed we could place more people inside. Sharon will explore the possibility of removing the machines before the 18th. Events are advertised by laminated flyers at the walkways and on the Clubhouse door. Lifeguards are asked to make announcements along with their announcements.
- Poker Run event is scheduled for Sunday, July 29. More planning is required.
- Coming up Pat O'Shea will be presenting a history night possibly August 1.
- Exploring the possibility of a Wine and Paint party.
- We need to order more table and chairs for the Clubhouse to accommodate these events.
- We will begin promoting Memorial benches. We will opt to purchase high quality benches. \$1500 for a bench.
- All Things Recreation, Jamee Nessa, will be providing a playground plan. He also said that he will donate a balance beam. To save money we can remove the playground. To save more money we can have a community build. Continues to be under discussion.
- Advertising our fundraising efforts using laminated flyers at all the walkways. Ashley Swartz suggested we have our own fundraising email, which will be set up.
- Shared Lorraine Dario idea about a walking path and gazebo.

Old Business

- **Trees:** the member who removed the trees has assumed responsibility verbally but has been suspended due to unauthorized removal of trees from the property. We have to wait to see if the State will fine us or charge us for the stump grinding. While we're waiting for this information, the member has asked to receive their badges. Monica Anton has recommended that the members pay \$5000 into an escrow account and give them their badges. Cutolo must review the written agreement should we proceed in this way. Monica made a motion to give the members their badges once they pay \$5000 in escrow. Cutolo will ensure the language is correct. Seconded by Ashley Swartz. 5 yeses, 2 no's. The motion passed.
- **Website:** Our vendor has not submitted the proper paperwork (W9) to the insurance company in order for him to get paid. This has delayed our progression. The vendor says he needs a week.

New Business

- Everyone running for the Board must write a letter of acceptance.
- New bylaw possibly proposed by Ashley Swartz as treasurer. She will explain to the Membership the difference between an annual audit and a independent monthly bookkeeper/accounting firm. Intention of an audit is more procedural. Bylaw change must be introduced 14 days prior to the meeting.

General Welfare

Mary Crowley questioned whether the member who without authorization removed the trees along Route 35 has been suspended. The Board is waiving the \$1000 reinstatement. The member wants to resolve this but can't until we hear from the State. If she is planning to rent her house, we will sell her the renters badges.

A member complained that neighboring property, 321 Bay View, is in disarray. There are many issues and property may be in foreclosure. On another side of her property are weeds.

James Opiekun, 3361 Sunset, is concerned about the speeding cars on BayView. He suggested more speed limit signs, striping on the road, and a pedestrian walkway. As per Ken Levine Fire Marshall said no speed bumps. Cones will be placed down the center of the road in an attempt to slow traffic.

Pat O'Shea said the teal and red mugs are now in stock.

Ken Levine made a motion to adjourn the meeting at 10:50 pm; Ashley Swartz seconded. Motion approved by unanimous consent.

Respectfully submitted,

Lorraine Polakowski, Secretary