

Whittingham Homeowners Association/Greenbriar at Whittingham Community Association
Joint Open Board Meeting Minutes
Thursday, March 26, 2026 at 6:30 PM
Towne Centre Ballroom and Zoom

Call to Order

I. Pledge of Allegiance

II. Roll Call

- Whittingham HOA Board of Trustees
 - Tom Clark, President, Jay Respler, Vice President, Bob Bown, Secretary, Kathy DeDonno, Treasurer, Joe Atanasio, Trustee, Cathy Clarken-Gleason, Trustee
 - Absent – Jeff Simonsen, Trustee
- Greenbriar HOA Board of Trustees
 - Chester Trubinski, President, Ron Parisi, Secretary, Mark Surks, Treasurer, Cliff Durlacher, Director
 - Absent – Alan Greenberg, Vice President
- Management
 - Matt Lubas, General Manager, Suzie Weingartner, Property Manager, Kristin Puriza, Director if Lifestyles and Facilities

III. General Manager's Report (Matt Lubas, General Manager)

- The Whittingham Fence Project is starting to move again. We are finishing the last building on Chadwick. Hopefully they will be done tomorrow and then they are jumping over to Rutland.
- We finally got our new elliptical machine to replace the last standing old machine that we had.
- We have been having a lot of conversations with the security team. We've had great meetings and they are very engaged.
- We jumped ahead on the billiard tables. That will start tomorrow. They have not been done since 2014. They will be doing one at a time so you can still play.
- We are still working on fixing a lot of the snow damage. It's going to take a lot of time. They have been here for a week and a half already and they are also doing Spring clean-up.

IV. Recreation Report (Kristin Puriza, Lifestyle & Facilities Director)

- Sunday, March 29th at 1pm in The Dance Room we will be showing the movie Ticket to Paradise.
- April 15th we have a bus going to Resorts in Atlantic City, on sale with The Concierge for \$30, \$20 returned in slot play.
- April 20th at 2pm in The Dance Room we have a lecture on Gambling in Today's World – no charge, sign up with The Concierge.
- April 22nd is our bus trip to see Ragtime – which is wait list only.
- Saturday, April 25th at 7pm in The Ballroom we will have The Jersey Tenors – Tickets are on sale now.
- Saturday, May 16th at 7pm in The Ballroom we have A Billy Joel Tribute – Tickets go on sale Monday, April 13th. The flyer will be available the week before tickets go on sale.
- Sunday, May 31st at 3pm in The Ballroom is The Carole King Tribute – see The Concierge for ticket availability.
- June 17th we have a bus going to see Beaches on Broadway in New York – Tickets are \$170 per person and go on sale Friday, April 3rd.

V. GWCA Business

- Approval of the February 26, 2026 Joint Open Meeting Minutes
 - First – Chester Trubinski
 - Second – Ron Parisi
 - All in favor

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Motion carried

- Approval of a Policy Resolution Relating to Late Fees
 - First – Chester Trubinski
 - Second – Cliff Durlacher
 - All in favor
 - Motion carried

VI. WHOA Business

- Approval of the February 26, 2026 Joint Open Meeting Minutes
 - First – Jay Respler
 - Second – Kathy DeDonno
 - All in favor
 - Motion carried
- Approval of a Proposal to Re-cover all four (4) Pool Tables from Royal Billiards for a total cost of \$5,565.85.
 - All in favor
 - Motion carried
- Approval of a Proposal to Re-paint the Outdoor Pool from Aquatic Services for a total cost of \$5,862.51.
 - First – Kathy DeDonno
 - Second – Joe Atanasio
 - All in favor
 - Motion carried
- Approval of a Proposal for Spring and Fall Gutter Cleaning in Whittingham from Garden State Gutter Cleaning for a total cost of \$22,391.26.
 - First – Cathy Clarken-Gleason
 - Second – Bob Brown
 - All in favor
 - Motion carried
- Approval of a Proposal to Re-build the Existing Balcony at 31 I Rutland from Biondo Contracting for a total cost of \$6,790.00.
 - First – Joe Atanasio
 - Second – Cathy Clarken-Gleason
 - All in favor
 - Motion carried
- Approval of a Policy Resolution Relating to Late Fees
 - First – Tom Clark
 - Second – Jay Respler
 - All in favor
 - Motion carried
- Approval of a Resolution for a Special Snow Costs Assessment
 - First – Kathy DeDonno
 - Second – Joe Atanasio
 - All in favor
 - Motion carried

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VII. Committee Reports

Greenbriar:

- Budget and Finance
 - Mark Surks – Budget and Finance met earlier this month. We spent a lot of time understanding some things that we see in our financial reports and getting things correct like things that were in the wrong account. We continue to work on the efforts to collect money that is due to us. People who are 60, 90 or 120 days in arrears, we've gotten that system tightened up pretty good. Matt and Britani have been doing a good job getting people to pay. In the past there has been a lot of discussion at our budget meetings for reserves for bad debts. These are monies that we bill to the resident that never gets collected. It's a very rare event. It is almost always associated with a resident who have passed away or the property is owned by an estate or by a bank. We did actually find one bad debt that we had to write off this month. It was a property tat ended up in the banks hand. Banks have a unique position that they are only liable for maximum 6 months of maintenance fees. At the time that the bank finally sells the property, if we are owed more than 6 months of fees, they will pay us those 6 months of fees and we're not going to get the balance. When that happens, we do actually have a write off. This is what the reserve account is for. Other than that, the financials look very good. There are a few glitches in numbers which is being investigated but other than that we are in good shape. We will not start doing budget work until the middle of the Summer.
- Covenants
 - No report.
- Site Review
 - Ron Parisi – We only had 4 application which will be reviewed at the next meeting due to the snow.
- Newcomers
 - Chester Trubinski on behalf of Alan Greenberg – There will be a meeting in the second week of April. They have sent out invitations to many of the new members of the community. He will report the Committees progress at the next meeting.

WHOA:

- Budget and Finance
 - Kathy DeDonno – We met with Budget and Finance on March 12th. We reviewed our January financials and also went back to our December financials. We cleaned up a lot of items and basically we are on our way to sort of paving the road for 2026 and everything is looking very good in terms of our budget. We are meeting again the third Thursday of April. We will only be discussing Condo itself.
- Covenants
 - No report.
- Entertainment
 - Bob Brown – The Entertainment Committee have been working very hard with the new acts they are bringing in and have been very successful.
 - Joe Atanasio – We had a concert on Saturday night. I want to apologize to the people that found the sound excessive and had to leave. However, there were 240 tickets sold and approximately 220 people remained seated. Since I've been on the Committee, three and a half years, we've only received 2 complaints of excessive sound. Going forward, what I am going to propose to the Committee is I will be at the Club House doing the sound check with the band. If I can't be here, someone from the Committee or member of our Community who is involved in music should be there to check the sound levels. If we

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feel the sound level is excessive, we will talk to the sound person that is coming in with the band.

- Landscape
 - Kathy DeDonno – We met with Landscape two days ago on Tuesday. We are going to go around the community. It's a little early still so we aren't sure what didn't make it through the Winter. We are also talking about re-doing the beds out in front of the Community on the grass, not in front of the entrance. These are the little beds as you enter Towne Centre or as you're heading towards the Club House. We are going to ask the vendor to put a proposal together so we can see if we can modify what is there and make it a little nicer. You can see the Spring flowers are coming in. The Tulips are coming in at Prospect Plains and the Main gate. The Club House will get Daffodils. We are trying variations. The Summer flowers will be Begonias, and we've been very successful with them. We are going to have pink and white at the Club House and Red and White and the gates. We are going to try striping them.
- Site Review
 - Bob Brown – The Site Review Committee had a meeting on the 20th of March. They had 3 new applications and 5 inspections. Everything went well. They are also writing a policy for Satellite Dishes and Antenna which will be presented to the Board at the next Executive Meeting.
- Towne Centre
 - Cathy Clarken-Gleason – Towne Centre met. Kristin is going to get in touch with people who have lockers in the dance/art room. We are under the impression that the lockers are not being used but the locks have been on them forever. She will let people know and we will get them cleaned out. People will be giving new locks that we and management will have access to if need be. Towne Centre is very invested in looking for what we can possibly do in the Ballroom when the time comes. They are looking at many different options. A group of people from the Committee are going to be going to other communities that are either new communities or communities that have redone their Ballroom for ideas so that when the time comes, which we know won't be for 2 years, we will be ready to go.

VIII. Restaurant Update

- Tom Clark – The Restaurant Committee has interviewed 5 operators who are looking to come in here. We interviewed the last one on Monday. We are waiting for some information from the last two in regards to their menus, pricing and so on. Everyone so far has offered good value in what they are proposing. We are hoping to get that done in the next week or two. Stay tuned a little longer. The operator, committees and time available, a lot of time has been put in already.

IX. Open Forum - Please visit gwmnroe.com

X. ZOOM – Please visit gwmonroe.com

XI. Adjournment - 7:25PM