

Whittingham Homeowners Association/Greenbriar at Whittingham Community Association
Joint Open Board Meeting
Thursday, May 29, 2025, at 6:30 PM
Towne Centre Ballroom and Zoom

Call to Order – 6:30PM

I. Pledge of Allegiance

II. Roll Call

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

III. Matt Federici from The Greenery

- Matt Federici gave an update on the restaurant and announced his new daily special. Please visit gwmonroe.com for more information.

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

- The Whittingham roof project is almost done. We have 1 building left, 11 Rutland.
- The locker room floors were professionally stripped.
- We are delayed with the weather for the Pickleball Courts. We are looking at the end of June.
- The Condo driveway sealing was pushed back also because of the weather. It has been pushed back to the last week of June.
- Condo privacy fence has a signed contract in place. The deposit was sent. Once they receive the deposit, they will order the material.
- In Whittingham we are doing improvements with the speed control. Right now, we have about 26 new speed signs. After that we are stenciling on the roadways.
- The fitness equipment will be brought in the third week of June.
- We are crack filling, seal coating and re-striping the lower lot Towne Centre parking lot. They would like to do the week of June 17th as long as we have nothing going on here.
- We got the pool drained, cleaned, painted and filled back up. A seal on the main pump failed and started spewing water so we had to get that repaired. We had an igniter problem with one of the heaters which also got repaired. Then we noticed the water level was dropping. We found one of the valves for the backwash was not sealed properly so we had to get that fixed. Then we noticed a small crack on the cover of the filter which was letting water out. We switched the cover from the outdoor spa so we can at least open the pool. We passed all the inspections. The mats for the bathrooms out there have been ordered.

V. Recreation Report (Kristin Puriza, Lifestyle and Facilities Director)

- Saturday, May 31st we have a movie scheduled at 1:00 p.m. The name of the movie is The Dig.
- Wednesday, June 4th from 10 a.m. – 1 p.m. in The Ballroom is our Health Fair sponsored by Saint Peter's Hospital.
- The Parking Lot Trunk Sale is on Saturday, June 7th and spots are filling up fast. Please fill out the form located in the lobby and submit it to The Concierge as soon as possible.
- Monday, June 10th we have a bus going to Resorts in Atlantic City, tickets are \$30.00 and on sale now.

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- Saturday, June 28th Jersey Transit Authority, A Chicago Tribute will be here in our ballroom at 7PM, tickets are on sale now.
- Wednesday, July 2nd we have a bus going to Wind Creek Casino in Bethlehem, PA. Tickets are \$30 each and are on sale now.
- Saturday, July 26th Ready or Yacht, a Yacht Rock Band will be here in our ballroom at 7PM, tickets are on Thursday, June 5th – flyers will be available on Monday.
- Our August 20th bus trip to see Just In Time is sold out with a waiting list.
- Lastly, Save the date for our 26th Annual Arts & Crafts Fair: September 28th!

VI. GWCA Business

- Approval of the April 30, 2025 Joint Open Meeting Minutes
 - First – Jack Sandler
 - Second – Mark Surks
 - All in favor
 - Motion carried.
- Greenbriar Tree Policy
 - Chester Trubinski – A tree is required in the front of most homes with a few exceptions like if the lot is too small or if utilities are underneath where the tree would go. A tree may be missing, the homeowner has elected to remove the tree and replace it at a later date. One final reason is the homeowner has removed the tree and didn't tell anyone and has no intention of replacing it. There are many rules governing the front tree. An Architectural Modification Application is required to remove and replace a front yard tree. The Site Review will review and approve the application. In order for the Site Review Committee to approve the application, the homeowner must get approval from Monroe Twp. Monroe Twp. Rules require that a tree greater than 4" caliber, needs a permit which costs \$35. We have our own rules on which trees can be replaced. There are 5 approved trees. The rules say you can plant a tree plus or minus 3' from the original spot. As far as the rear yard goes, you are free to pick whatever you'd like.
- Consolidation Update
 - Mark Surks – This has been advertised 5, 6 and 7 times. Kathy and I have been putting on presentations here with slides and spending as much time as necessary answering questions and trying to explain why we are doing this, how it is going to work, how it will impact them and how it will not impact them. This will not impact the finances of any of the individual elements here; WHOA, Whittingham and Greenbriar. At no time will funds from one entity be used for another. We have one more meeting scheduled. We do have the final documentation from the lawyers. It's a pretty dense legal document that will be summarized on the cover. It will be emailed out to you along with the opportunity to vote.
 - Kathy DeDonno – Those of you who have not attended our informational sessions, the next session is June 5th at 6:30PM in the Ballroom. It is both the Greenbriar and the WHOA/Whittingham Boards that are proposing a consolidation of the two Board. Currently there 5 members on the Greenbriar Board and 7 on the WHOA/Whittingham Board. The proposal is to become the GWHOA Board of 9 members. 6 members will be from Greenbriar who will be making decisions for Greenbriar homes. There will be 3 members from Whittingham who will make Whittingham decisions. The entire GWOAH Board will make decisions on the Common Areas and Towne Centre. The voting, yes or no on the proposal on the consolidation of the two Boards, will begin Thursday June 5th. We are holding that last information session on June 5th at 6:30PM. The voting will stay open until July 17th.

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VII. WHOA Business

- Approval of the April 21, 2025 Open Workshop Meeting Minutes
 - First – Jay Respler
 - Second – Cathy Calrken-Gleason
 - All in favor.
 - Motion Carried.
- Approval of the April 30, 2025 Joint Open Meeting Minutes
 - First – Bob Brown
 - Second – Joe Atanasio
 - All in favor.
 - Motion carried.
- Approval of the Open House Policy as drafted and circulated to the Community
 - First – Joe Atanasio
 - Second – Cathy Clarken-Gleason
 - All in favor.
 - Motion carried.
- Approval of a proposal for the Installation of Concrete Parking Stops and Bollards in the Nurse's Parking Area with Johnson Baran for \$5,100 to be paid from the Operating Account
 - First – Jay Respler
 - Second – Jeff Simonsen
 - All in favor
 - Motion carried.
- Approval of a proposal for WHOA and Whittingham Irrigation Start Up Repairs from Irrigation Specialties for a cost of \$18,900 to be paid from the Operating Account
 - First – Jeff Simonsen
 - Second – Cathy Clarken-Gleason
 - All in favor.
 - Motion carried.

**VIII. Committee Reports
Greenbriar:**

- Budget and Finance
 - Jack Sandler – Back in the Fall, Kathy DeDonno, a member of our Budget and Finance Committee, prepared spreadsheets for us. We reviewed them and made decisions on our budget for this year. I very please to tell you that as of April 30th, we are right on budget.
- Covenants
 - No report.
- Site Review
 - Chester Trubinski – The Committee met on May 6th. 26 new applications were received, reviewed and approved. 17 inspections were undertaken by the Committee.
- Newcomers

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- Alan Greenberg – We haven't had a meeting in a few months. We will be having one over the Summer with the newcomers.

WHOA:

- Budget and Finance
 - Kathy DeDonno – We received our April financials. They are available on the portal. We are currently on budget. We do have quite a few items for WHOA that are coming up in the coming months. We are expecting that will take us on budget or a little over. We will monitor as we go along. Whittingham is right on budget. We are preparing for some Capital Reserve work and by the end of the year we will be at the levels we anticipate we should be.
- Covenants
 - No report.
- Entertainment
 - Bob Brown – The Entertainment Committee has book entertainment through next July. We have some really good entertainers coming. There will be flyers sent out for all events.
 - Joe Atanasio – We have a trunk sale on June 7th. We are inviting outside people as well.
- Landscape
 - Kathy DeDonno – In our last meeting, we announced we are going to do some improvements of landscaping around the community. There are a lot of vegetation that has either developed disease and things. They are being replaced, upgraded and improved. There will be some additions to the main gate. Unfortunately, due to delays because of the rain, they will not be starting for another ten days.
- Site Review
 - Jeff Simonsen – Approved 4 new applications and 2 applications are ready for inspection.
- Towne Centre
 - Cathy Clarken-Gleason – Several items were discussed at the Towne Centre meeting that have been moved on and taken care of by Management. Mats for the outdoor pool were delivered earlier this week. The Ballroom carpeting and chairs are scheduled to be cleaned at the end of the month. Another item that was brought up was in the Poker Room. Only one coffee pot can be used because of the electrical work, but that has been fixed and now you can plug in more than one coffee pot. The woodworking exhaust vent was checked out and that seems to be doing fine. The annex floor by the nurse has been replaced, but there are still some more flooring to be replaced. We are waiting for the company to get more panels. We have some copy machines sitting unused. The number of copies we were allotted to use are being used by Management and Kristin who makes copies for anyone who needs them for the clubs. If we start using them, there will be an additional cost.

IX. Open Forum

- Please see video link at gwmonroe.com

X. Adjournment – 8:37PM