



Channel Club Tower Association, Inc.

One Channel Drive
Monmouth Beach NJ 07750
BOARD MEETING
March 8, 2012
8:00 PM

The meeting was called to order at 8:00 PM. Members present were Ciambrone, Gryczka, Kennedy, Morris, McAndrew, Raynor, Rich & Sensenich. Eileen Rise and 16 Unit Owners were also present.

Secretary's Report: Mrs. Ciambrone made a Motion to approve the February 9, 2012 minutes. The Motion was seconded and passed.

Treasurer's Report: Mr. Rich reported that for the first five months we are \$30,000.00 ahead of budget. Keep in mind that the summer months will generate additional expenses. A Motion was made to approve the bills in the amount of \$153,232.20. The Motion was seconded and passed.

Social Committee: Mrs. Ciambrone reported that the committee hosted a complimentary coffee on February 26th. As usual the committee was a great help.

Tennis Court Update: Mr. Raynor reported – We continue to be on ALL STAR Tennis Court Company's schedule for May. Company's warranty is 3 years and has never been challenged. A listing of company references include but are not limited to: Monmouth Beach Bath & Tennis Club, Little Silver Tennis Club, Rumson Country Club, New Shrewsbury Racquet Club & Sea Bright Lawn, Tennis & Cricket Club.

Web Site Committee: Mr. Raynor presented the Home Page Design. The committee is in the process of gathering content materials – i.e. minutes, floor plans, creative writing, etc. As the second part of the project, a letter is being sent out (see attached) for unit owners to register. We will need your email address. We encourage people to sign up as the site will be the primary source of information for unit owners.

Miscellaneous: Mr. Sensenich mentioned the Beach Club registration process and when monies are due. He encourages new residents to visit the Monmouth Beach Web Site for information. (For your information your block # is 25 and your lot # is your unit #. This information is needed to fill out the beach club form.)

Election Committee: The Annual Meeting is May 10th. There are three – 3-term vacancies to be filled. Resumes may be dropped off or mailed to the management office by April 9, 2012. **Candidates' night is April 26 @ 8 PM**

President's Report

Mr. McAndrew reported the following:

Recording of the minutes: Mr. Mc Andrew went out and purchased a recorder for the Board. However, when it was tried it out it did not meet the recording needs of this room. This evening, the topic was discussed among the Board members. Various pros/cons were brought up. We will continue the investigation.

1) Appropriate hardware is required for this room, as it is not set up for recording. At a typical public meeting the person who wants to speak gets up and comes to a desk or podium. Therefore, there will be a change in protocol if we are going to record. A location must be set up for the person who will address the Board.

2) Also, if the minutes are recorded and someone has a question, he/she can listen to the minutes, however, they are not going to be transcribed into hard copy.

3) Written minutes will be taken as has been normal procedure and they will be published on the new web site. The Board will continue to explore the recording option.

Miscellaneous:

The Sewer Authority had a project planned but did not inform management. They have an easement across our property and should have notified us. A sewer pipe needed to be replaced. Now, landscaping, electrical and sprinkler work needs to be repaired by the Authority.

Mr. Raynor commented that at the last meeting, Mr. Kalma, Unit 508, thanked the Board for the work done in the gyms. Mr. Kalma assisted in working with management on this project helping make equipment suggestions for the weight room.

Window Leaks/Window Washing: As we contract for window washing, we will be getting prices to have windows caulked that have been identified as leaking. This will be scheduled April/May due to weather /temp. conditions.

East Parking Area: Last month there was a comment concerning the east parking area in the summer season. This is not an area that can be controlled easily. CCT puts cones out to block the first section and residents move them. This is self-defeating. Other than expending monies to hire someone to monitor the area, there is no current answer to the problem.

DCA Inspections Report (Department of Community Affairs-Bureau of Housing): The building had its five year inspection in December. We have just received the report. A letter will be going out to the 31 unit owners who have a violation concerning smoke detectors that either do not exist or needed a battery when the inspection took place.

Options include-

- 1) Unit owner installs new battery or new smoke detector.
- 2) Unit owner has CCT replace and owner pays the Association.

Either way the Association will inspect the installation prior to the State Re-inspection on 4/23/12.

There are also 10 entry unit owner doors that are not self-closing. A notice will be sent to these owners advising them that the Association will be repairing the doors.

Lobby Committee: The volunteer committee had its first meeting on February 23rd. They are working on cost estimates. There is no report yet. Committee reports will be made at future meetings.

Comments/Questions:

C: Ms. Martin, Unit 807, mentioned that she had written a letter to the Board concerning a leak issue and comments made and was ignored. She felt that since there are rules for the residents there should be standards for the employees since we pay their salaries.

A: Mr. McAndrew said he would speak with her after the meeting.

Q: Ms. Fericola, Unit 205 – Re the Web Page – I do not want my email address made public, will it be secure?

A: Yes, it will not be published.

C: Mr. Rosa, Unit 301, Re: Taping Meetings – While I don't believe they need to be taped, maybe we should approach other condos and ask how they do it. Some residents keep repeating themselves and go on for 5-10 minutes.

C: Ms. Zeigler, Unit 1010 commented that she sees non-residents parking in the south parking area.

A: Yes, the front desk policies the area when it can. They do ask visitors where they have parked.

C: She also commented that she sent an email on hiring/firing questions.

A: Yes, we received it today. As a general answer, management is empowered to hire/fire. There is a three person personnel committee along with the President who are apprised of personnel issues and procedures being utilized and they are updated regularly.

It was suggested that name cards be placed at the front desk stating who is on duty.

The new employees are: Cheryl Schmitt – Sunday, Monday, Tuesday 8 – 4

Jonathan Pozerycki – Saturday, Sunday 4 - Midnight

C: Ms. Barre, Unit 904, discussed the Realtor Open House held at CCT in 2010. Is another one planned?

A: One has not been planned.

Is the window leak issue on the agenda? Our unit has had leaks. Are we on the list?

A: When the window washing takes place, stationary windows that have been identified as leaking will be caulked. And, yes, your unit is on the list.

Q: Mrs. Snell, Unit 1711 asked if the telephone book could be printed floor-by-floor instead of alphabetically? She also suggested that at the bottom of the minutes have 2 questions for owners.

E.g. Pets

Park Boats on Garage Roof

Mr. McAndrew commented that your suggestions will be considered but that on the boat issue, when we replaced the garage and got rid of the abandoned boats, the Board decided, then, not to have boats in the garage or on the garage roof.

Q: Mr. Rosa, Unit 301 – Is it a requirement that the minutes be mailed?

A: No, that started when we were going to replace the garage to keep unit owners informed of such a large project. Before that, copies of the minutes were left in the mail room.

Q: Mrs. Purcell, Unit 201 – I was not aware of the lobby committee. Do you have any idea of the financial impact?

A: The committee is exploring costs. Based on those – Budgetary item or assessment.

Q: Was the last Decorating Project assessment voted on by the unit owners?

A: Yes

Mr. Kaller, Units 1504/05 – Outreach Program News – We are proud to say we are now affiliated with the American Red Cross supplying “stuff” to local emergencies.

It was suggested that unit owners purchase an appropriate fire extinguisher for their kitchens.

The meeting adjourned at 8:30 PM.

Respectfully submitted,

Carol Ciambrone

Carol Ciambrone, Secretary



Channel Club Tower Association, Inc.

One Channel Drive
Monmouth Beach NJ 07750

March 13, 2012

RE: Channel Club Tower Association, Inc.

Dear Unit Owners:

We have consulted with various individuals, including our attorney, to establish a procedure to be followed if there is water damage caused by a leak from one unit into another unit or from common property into your unit.

If your unit is causing a leak, it is your responsibility to fix the leak immediately, including taking any action available to temporarily stop the source of the leak and engaging a licensed plumber to affect a permanent repair. You are responsible for the cost of the plumber. In addition, if the leak has caused any damage to another unit, you may be responsible for paying for the damage to the other unit. This can be done either through a direct payment from you or your insurance carrier.

If you are not on site when a leak occurs or if you refuse to take action, the Association is authorized by the By-Laws to enter your unit, repair the problem and charge you for the cost. It is the Association's policy, when a plumber or other professional is called to repair a problem, to require the plumber or other professional to prepare a report setting forth specifically the cause of the problem and to indicate whether it is a common element issue or an issue with regard to the specific unit. If it is caused by a unit, that unit owner will be held responsible by the Association for the plumber's or other professional's fees, and by any other unit owner whose property is adversely affected by the leak.

If you observe water damage occurring to your unit, please let the front desk know, and then, contact the owner of the unit that is the likely source of the leak. If that suspected unit owner is not home, does not take action to stop the leak, or that unit cannot be positively identified as the source, you should contact the front desk, who will then contact a professional to find and repair the source of the leak. If the leak originated from infrastructure that is a unit owner's responsibility, that unit owner will be responsible for payment of the professional's service fees.

It is the responsibility of the owner(s) and/or their respective insurance companies of any units damaged by the leak to negotiate with the unit owner of the leak source and/or their insurance carrier for liability and reimbursement of any costs to repair damages. Consequently, it is incumbent upon all unit owners to carry adequate condominium insurance.

Should you have any other questions, please do not hesitate to ask.

Very truly yours,


Brian McAndrew, President
Board of Director