



# **FERNBROOKE HOMEOWNERS' ASSOCIATION**

## **Quarterly Board Meeting Agenda for July 24, 2025**

### **CALL MEETING TO ORDER**

#### **ROLL CALL:**

Ralph Hendrickson, President  
John Caruso, Vice President  
Bill Rafuse, Treasurer  
Nancy Bivins, Secretary  
Pam Korzun, Trustee  
Jennifer Cassise, CPM Community Manager

#### **APPROVAL OF MINUTES:**

Approval of the Quarterly Board Meeting minutes for April 17, 2025.

#### **REPORT UPDATES:**

Financial Asset Report - The Financial Asset Report

ARB Committee Report – The ARB YTD Application Requests Report

#### **NEWS & ANNOUNCEMENTS**

Community

Township



## **OLD BUSINESS:**

### **Vantaca - Update**

- Homeowners' access to Vantaca
  - Use link - [portal.cp-management.com](https://portal.cp-management.com)
- Account Set-up issues
  - For Assistance or to report problem, contact CPM:
    - Option 1: Log into Vantaca, select **Request** and **General Request**
    - Option 2: Call **856-802-1055** and select **Option 3**

### **Spring Inspection - Update**

- Completed May 8, 2025
- 37 Violations identified
- To communicate compliance or for questions:
  - Option #1: Reply to the **Courtesy Violation email** (best option)
  - Option #2: Call CPM at **856-802-1055** and select **Option 3**

### **Landscaping Enhancements**

- Island Planting Contract

### **Census**

- Required Every 2 years to identify Age and Residency requirements
- Census information can only be seen by CPM
- Deadline was May 2, 2025
- Fines levied for those not in compliance

### **Capital Survey**

- Required every 5 years
- Third party firm to conduct evaluation end of July

### **Governing Documents**

- Exhibit C- By Laws present to homeowners and vote to adopt

### **Welcome Committee**



## **Zoom**

- Problems Accessing HOA meetings:
  - Immediate fix: Dial the telephone number listed in the meeting notice to join the meeting.
  - Possible issues:
    - Email notice not received
    - Cannot locate previously sent email notice
    - Email not clear
    - Zoom meeting link does not work
    - Frequently disconnected from meeting
  - Report problems or request assistance (after meeting)
    - Option 1: Log into Vantaca, select **Request** and **General Request** to request assistance with Zoom calls (best option)
    - Option 2: Call **856-802-1055** and select **Option 3** to report Zoom call problems

## **NEW BUSINESS**

### **Zoom**

- In-Person Meetings Requests
- New Public Comments Guidelines
  - Use Raise Hand to Speak
  - Raised hands acknowledged in order by Moderator
  - Three-Strike Rule

## **OPEN MEETING for PUBLIC COMMENTS**

## **COMMENTS FROM THE BOARD**

## **NEXT MEETING**

Quarterly Board Meeting – Thursday, October 16, 2025 @ 7:00 pm

## **ADJOURNMENT**

- Motion to Adjourn
- Vote