

## Caroline Record

PARTNER

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Caroline concentrates her practice in community association law, dealing with the unique issues that impact common interest communities such as condominium and homeowner associations (HOAs) and cooperatives. She focuses on providing advice and guidance with regards to the interpretation, drafting and revision of governing documents including resolutions, rules and regulations and amendments. She has extensive experience in drafting and negotiating various service and single project contracts for her clients. She provides support to association boards in understanding their fiduciary responsibilities and compliance with applicable state and federal laws.

Caroline counsels her clients in managing a broad range of issues, including their obligations with regard to disputes between unit owners and the association, disputes between unit owners, the collection of delinquent assessments, and the proper drafting and appropriate enforcement of community rules and regulations, including those impacting both individual homes and common areas.

In addition to providing counseling on day-to-day operational and maintenance responsibility issues, Caroline assists association clients in navigating complex contractual negotiations and disputes, including construction defect disputes with builders, as well as the negotiation of transition settlement agreements. She provides targeted and broad-based legal support that assists board members in mitigating potential issues before they escalate into costly legal concerns.

Caroline has lectured extensively on topics impacting common interest communities. Her efforts on behalf of the Community Associations Institute at both the state and national levels includes her serving in various leadership positions.

### Departments

Real Estate

### Practice Groups

Community Association

### Education

Seton Hall University School of Law, J.D., 1989

Rutgers University, Rutgers College, B.A., 1986

### Bar Admissions

New Jersey, 1989

New York, 1990

*Results may vary depending on your particular facts and legal circumstances.*

## HONORS & AWARDS

- Recipient of the "Hall of Fame Award" from the Community Associations Institute - New Jersey Chapter (2025)
- College of Community Association Lawyers Fellow, Membership Committee
- Recipient of the "President's Award" from the Community Associations Institute - New Jersey Chapter (2014)
- Recipient of the "Jerome Fien Distinguished Service Award" from the Community Associations Institute - New Jersey Chapter (2012)

## UNIQUELY NJ

- Community Associations Institute - New Jersey Chapter (CAI-NJ): National Legislative Action Committee (past Chair); ADR Program trained mediator and ADR training instructor; Bylaws Committee; former President and Trustee; Editorial Committee (former member and past Chair); Political Action Committee (former member and past Chair)
- New Jersey State Bar Association: Real Property, Trust and Estate Law Section (Board of Consultants – 2012-2020); Women in the Profession Section; Common Interest Ownership Committee (past Chair)
- New Jersey Supreme Court District Ethics Committee: Secretary for Districts XA and XB (Morris and Sussex Counties)
- Morris County Bar Association: Women Lawyers Committee; Real Estate Committee

## MORE ACTIVITIES & EXPERIENCE

- Community Associations Institute (CAI): CAI National Faculty; Business Partners Council (former member)
- Foundation for Community Association Research: past President (2020-2021), former Director (2015-2021); past Chair, Financial and Research Committees; Fundraising Committee

## PRESENTATIONS & SPEAKING ENGAGEMENTS

Presenter, Community Association Conference 2025

Sponsor: *New Jersey Institute for Continuing Legal Education*, November 12, 2025

Panelist, Community Associations

Sponsor: *Atlantic Builders Convention*, March 26, 2025

Caroline Record (Cont.)

Presenter, Community Association Conference 2024

Sponsor: *New Jersey Institute for Continuing Legal Education*, November 13, 2024

Instructor, Manager and the Law

Sponsor: *Community Associations Institute*, July 25-26, 2024

Panelist, Residential Real Estate College

Sponsor: *New Jersey Institute for Continuing Legal Education*, August 16, 2023

Panelist, 2023 Real Estate Conference

Sponsor: *New Jersey Institute for Continuing Legal Education*, April 19, 2023

Presenter, Attracting Talent to Community Association Management: A Presentation of the Foundation for Community Association Research

Sponsor: *Community Association Institute Keystone Chapter*, September 21, 2022

Panelist, Residential Real Estate College

Sponsor: *New Jersey Institute for Continuing Legal Education*, August 2022

Presenter, Electric Vehicle Charging Stations

Sponsor: *Community Associations Institute New Jersey Chapter*, June 21, 2022

Speaker, 2022 CAI-NJ Women's Retreat - Conquer + Connect

Sponsor: *CAI-NJ Women's Leadership Committee*, April 6, 2022

Co-Presenter, CAI Celebrates International Women's Day

Sponsor: *Community Associations Institute National*, March 2022

Faculty Member, Community Association Law Summit

Sponsor: *New Jersey Institute for Continuing Legal Education*, November 17, 2021

Presenter, Get Plugged In – Legal, Design, and Managerial Requirements for Electric Vehicle Charging Stations

Sponsor: *CAI Keystone Chapter*, November 10, 2021

Co-Presenter, Industry Data & Statistics and Research Findings on Contemporary Issues

Sponsor: *Community Associations Institute*, August 21, 2021

Co-Presenter, Research Findings of the Foundation for Community Association Research

Sponsor: *Community Associations Institute National*, August 2021

Panelist, Residential Real Estate College

Sponsor: *New Jersey Institute for Continuing Legal Education*, August 2021

Caroline Record (Cont.)

Presenter, Get Plugged In – Legal and Design Requirements for EVCSS

Sponsor: *The Cooperator*, April 28, 2021

Presenter, Ladies of LAC

Sponsor: *Community Associations Institute, New Jersey Chapter*, March 10, 2021

Presenter, Lessons Learned - Virtual Meetings, Electronic Elections, & What Radburn Means to Your HOA

Sponsor: *The Cooperator*, December 3, 2020

Panelist, Community Associations and The Coronavirus (Covid 19) – What You Need To Know

Sponsor: *New Jersey Institute for Continuing Legal Education*, April 15, 2020

Panelist, Mastering Community Association Law Issues

Sponsor: *New Jersey Institute for Continuing Legal Education*, February 13, 2020

Co-Presenter, Hot Topics in Residential Real Estate

Sponsor: *New Jersey Institute of Continuing Legal Education*, November 2018

Co-Presenter, Community Association Law Summit

Sponsor: *New Jersey Institute of Continuing Legal Education*, November 2018

Presenter, Community Association Legal Forum

Sponsor: *Community Associations Institute, New Jersey Chapter*, September 2018

Co-Presenter, Community Association Law Update

Sponsor: *New Jersey State Bar Association Annual Meeting*, May 10, 2018

Co-Presenter, Community Association Legal Forum

Sponsor: *Community Associations Institute, New Jersey Chapter*, September 2017

Co-Presenter, Senior Summit

Sponsor: *Community Associations Institute, New Jersey Chapter*, July 10, 2017

Co-Presenter, Community Association Law Summit

Sponsor: *New Jersey Institute of Continuing Legal Education*, November 10, 2016

Co-Presenter, Ethics Process

Sponsor: *Worral F. Mountain Inn of Court*, December 10, 2015

Co-Presenter, Fundamentals of Community Association Law

Sponsor: *New Jersey Institute of Continuing Legal Education*, June 2015

Co-Presenter, Breaking Bad – The Insider's Guide to ByLaws and Rules

Sponsor: *New Jersey Cooperator Expo*, May 10, 2014

## Caroline Record (Cont.)

### NEWS

CAI-NJ 2026 Mediator Training Program to be Presented by Greenbaum Partner Caroline Record  
December 4, 2025

Caroline Record Honored with Hall of Fame Award from New Jersey Chapter of Community Associations Institute

February 21, 2025

Caroline Record Joins Greenbaum, Rowe, Smith & Davis as Real Estate Partner and Co-Chair of Community Association Practice Group

June 3, 2024