**October 15, 2016**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting at the association office building on Saturday, October 15th, 2016 at 9:00a.m.

**ROLL CALL**

**ROLL CALL:**

**Officers Present**

President - Thomas Miller

Vice President - Jo-Ann Pollack

Secretary - GerryLynn Haak

Treasurer - Lori Ann Bush

**Members Present**

Iris Altreche

Vinny D’Eusanio

Michele Murphy

Robert Personette

**Others Present**Mike Cheblowski, Chief Homeland Security

Richard Henry, Attorney

Maegan Herington, Office & Personnel Mgr.

Kellyanne Spinning, Property Mgr.

President Miller called the meeting to order at 9:00a.m. Called for a motion to approve the September 2016 Minutes.

**MOTION:** by Lori Ann Bush to accept the September 17th, 2016 minutes. **Second:** GerryLynn Haak **Vote:** All in favor

**Property Owners**

* Property owner asked if we follow up on disarray lots – Yes, we send violation notices and if not complied with they are fined

**Property Manager’s Report**Kellyanne Spinning, Property Mgr.

* Annual Meeting - was Sept. 17th in the clubhouse
* Columbus Day weekend was a success! There was a great turnout of property owners for the Halloween party and trunk-or-treating
* Bar – grossed approx. $2,000. The year to date net income is approx. $17,500
* Need a motion to put the Liquor License in safe keeping

**Motion:** by Gerrylynn Haak to put the liquor license in safe keeping. **Second:** Lori-Ann Bush **Vote:** All in Favor.

* The Make-a-Wish and Shohola Fire Dept. donations were mailed out.
* Water Usage – wells pumped an avg. of 72k gal/day from Sept. 16th – 30th. Approx. 40k less than this time last year.
* Hydrant Regulation – Due to freezing issues hoses and fittings must be removed from hydrants as of Oct. 15th. PO is subject to service charge if found connected
* Playground – need to review several pieces chosen for the new piece to be added to the playground.
	+ Discussion held on the structure options
* The Annual Budget Meeting is tomorrow at 9am in the association office
* Reviewing our contract with Volpe Vending Co. and will be revising it over the winter with them
* The gutters on the game room are done and the metal roofing for the entrance signs was ordered
* The Remax office will be winterized by November 1st
* The dump will be open Wednesdays & Saturdays through November
* The office changes to the winter schedule next weekend – Closed Sundays/Mondays
* Fall/Winter Projects – installing the mailboxes, searching and repairing water leaks, expanding the sports complex, water run-off issues, road repairs and water and electric service at Twin Ponds. The last ‘big project’ for winter is updating a comfort station that has been closed down for many years. The work will be done in-house by our maintenance staff

 **Office Manager’s Report**

Maegan Herington, Office & Personnel Manager

* As of October 14th, 2016 we have collected 97% of current Dues (2015: 95%)
* As of October 14th, 2016 we have collected 115% of prior dues (2015: 79%)
* The budget mailing was sent to all POs
	+ Responses: 29 have agreed and 1 disagreed
* The Annual Budget Meeting will be tomorrow at 9am in the office – All are welcome to attend
* All 2016 payment plans are complete
* 33 letters to POs owing 2016 dues have been sent out
	+ 1 lot has paid in full
	+ 5 lots have requested payment arrangements (they will not be considered current during the payment plans and interest still applies)
* The new clover/credit card machines in the office have brought in approx. $18,000 for the POA and approx. $4,000 for the Land Co. 3
* The 2017 Dues Bills are ready. Need a motion to accept them. They will be mailed early November
* Peggy from Remax would like to discuss her contract for 2017 – will be done in executive session
* Lots 2706, 4118, and 5107 were all purchased at the September tax sale – there may be more lots that have sold and not reported to the office

**Motion:** by Vinny D’Eusanio to approve the 2017 Dues Bill. **Second**: Jo-Ann Pollack **VOTE**: All in favor

**Security Report**

Chief Mike Cheblowski, Owner Homeland Security

* We had a fire – 1 trailer was a total loss and 2 were cosmetically damaged
	+ The cause of the fire is still undetermined
* There was a firework incident – security responded but no one was at the scene when they got there. The fireworks were being set off in the middle of the road
* Columbus Day weekend we had 118 guests and 275 POs go through the gate
* No major incidents to report for the bar or concession during the holiday weekend
* We have had 62 citations year to date for 2016 and we had 96 in 2015

**LEGAL**

Richard Henry, Attorney

* Sent over drafts for new employee evaluation form to the office

**Treasurer’s Report**Lori Bush, Treasurer –

* Budget is on target
* Discussed the new 2017 budget

**MOTION:** by GerryLynn Haak to pay the bills. **Second:** Iris Altreche VOTE**:**  All in favor

**Rules Enforcement Committee**

Bob Personette

* No meeting today
* We have 4 citations carrying over to next year

**Bar & Concession**Jo-Ann Pollack

* The bar grossed approx. $2,000 over the holiday weekend and the concession grossed approx. $1,500
* Ideas were discussed for concession operations next year – food variety and scheduling

**Recreation/Entertainment**
Michele Murphy & GerryLynn Haak

* There was a magician for the kids’ party Columbus Day weekend – the overall feedback on him was ok. We will try a new magician next year
* New Year’s Eve – the clubhouse will be open – BYOB, the bar will not be open
* We will try to have another comedy show and dinner next year
* Also looking to book Elvis for Labor Day weekend 2017

**Maintenance**

Jo-Ann Pollack -

* The work on Chennango Dr is almost done – they are putting drainage ditches in
* Putting a plan together to address drainage issues in other areas throughout the community
* Getting the abandoned trailer list together to see which need to be demolished first
* Maintenance has started expanding the area around the sports complex
* Looking to fix the grass in front of the clubhouse by next season
	+ PO asked if golf carts are permitted to drive on the grass – No, they are not.
	+ Discussion was held on golf cart rules – first offense will be a warning and the second offense will be a citation

**Land Use & Development**

Iris Altreche & Lori Bush

* Letters sent out to property owners:
	+ 10 letters sent to POs’ for their first notification of a violation
	+ 1 letters sent to POs’ for their second notice of a violation
	+ 9 Lots have contacted us and their violations were put on hold until they come up for the season
	+ 4 lots have complied
	+ 2 lots have been fined

10:35am Executive Meeting - Regular Session opened at 2:00pm

 **MOTION:** by Lori Bush to accept the terms for lots 5107 and 2706 which were purchased at tax sale as agreed in Executive Session. **Second:** Jo-Ann Pollack **Vote:** All in favor

**MOTION:** by Vinny D’Eusanio to accept the terms for lot 4118 which was purchased at tax sale as agreed in Executive Session. **Second:** Michele Murphy **Vote:** All in favor

**MOTION:** by Michele Murphy to close the meeting at 2:22pm. **Second:** Vinny D’Eusanio VOTE**:**  All in favor

Respectfully submitted,

Maegan Herington