

January 15, 2011

Shohola Falls Trails End Property Owners Association held a Board of Director's meeting on Saturday January 15, 2011 in the association office.

ROLL CALL:

Officers Present:

President – Mike Smith
Vice President – Robert Personette
Secretary – Wendy Purdy

Members Present:

Iris Altreche
Mark Christie
Vincent D'Eusanio
Arthur Deyns
Maureen Miller – Via Phone
Debbie Shevlin

Officers Absent:

Treasurer – JoAnn Pollack

Others Present:

Pam Valenza, Property Mgr.
Richard Henry, Attorney

President Smith called the meeting to order at 10:15 a.m. Asked for a motion to accept December 2010 minutes.

MOTION: by Wendy Purdy to accept the December 2010 minutes. **Second:** Mike Smith

VOTE: Abstain: Maureen Miller (absent December meeting) All others: in favor.

Motion passed.

Legal

Richard Henry, Attorney

Attorney Rich Henry verbally administered the Oath of Office to Board Members. All Board members will sign the written oath of office and keep on file at the office.

Property Manager's Report

Pam Valenza -

- Collected approximately \$511,000 in 2011 Dues – In 2010 we had collected \$478,000 and in 2009 \$540,000 was collected at this time.
- All 2011 dues have been charged and posted to property owners accounts.
- As of December 31st there are 138 lots in arrears, which is 8%.
- Purchased (2) Repo Agreements @ \$100,000. Interest rates are very low at .40%.
 - One is up in May 2011 and the other comes due in June 2011
 - Discussion held about the interest rates but we need to wait until the 2010 audit is complete so we know what we need in our reserves to know how much we can invest elsewhere.
- Bill Owens will be coming back soon to complete the audit. The auditors were here for one day in December and started the audit.
- President Smith stated the office has to keep being diligent in trying to collect A/R that has high dollar amounts.
 - Discussion on costs of acquiring lots. Will check with tax bureau for current addresses also.
- There are 39 lots in Trails End inventory.
- Trails End pays yearly taxes and has to spend money on each lot we acquire if it has to be cleaned up.
 - President Smith – we should look into using Act 180 money to obtain abandoned lots. We can clean up those lots we are interested in taking back – sell them – and then have more money to deposit back into Act 180.
 - Pam – Even if we cannot acquire the lots first we should clean the lots for aesthetics so people will want to buy here. Will review Act 180.
- Maintenance has replaced the vanities in the gameroom rest rooms and would like to add a 'slop sink' where the water fountain is. The vanities would not get ruined with paint/arts and crafts supplies.
 - Maureen Miller – asked if along with the sink we can also paint the floor in the Teen Center.
- Insurance for 2011- everyone has a copy of the proposal for 2011 and breakdown on each insurance cost. The costs went down from 2010.
 - A worker's compensation audit will be done and as it is based off payroll the costs could increase or decrease slightly.

MOTION: by Mike Smith accept the insurance for 2011 at a cost of \$75836. **Second:** Vincent D'Eusano **VOTE:** All in favor. *Motion passed.*

- Still monitoring permanent residents – possibility of one new lot added.
- Lot 4610 did move out of Trails End as of Dec. 2010.

- Campsite Control - Sent out abandoned vehicle letters and as long as they are currently registered the vehicle is permitted to stay on the lot. Still doing street by street for violations.
- Spoke in the December meeting about greening (2) lots and everyone has a list of the lots that can also potentially be greened - lots 403, 404, 705, & 2117. These lots have been in our inventory for the past 8 – 14yrs.

MOTION: by Mike Smith to green lots: 403, 404, 705, & 2117. **Second:** Vincent D'Eusanio **VOTE:** All in favor. *Motion passed.*

- Need a resolution to adopt the new regulations concerning permits and garbage as passed to the Rules and Regulations.

MOTION: by Mike Smith to adopt the resolution for Refuse Area and Permits Required as written to be added to the Rules and Regulations. **Second:** Wendy Purdy **VOTE:** All in favor. *Motion passed.*

- President Smith said instead of having a company come and pick up the waste oil we can look into selling it to bring in some extra revenue.
- Vice President Personette – would like Rules Enforcement committee to have flexibility on setting the fine for dumping non- household garbage at the compactor. Presently it is at \$500.00. *Discussion held.*
 - President Smith – add to the Rules and Regulations the Rules Enforcement Committee has the right to reduce the fine. The justification will be written and filed.

MOTION: by Mike Smith to accept the Rules and Regulations for 2011 as written pending the attorney's approval. **Second:** Wendy Purdy **VOTE:** All in favor. *Motion passed.*

Recreation –

Maureen Miller

- The calendar is done for 2011
 - Need to post on the website “Please watch The Happenings to be sure the dates or events don’t change.”
 - Had to leave two Saturdays in August open as she heard Swim Champs were going to be held at Trails End.
 - Arthur Deyns - stated Sunday August 7th is the actual date scheduled for the mini championship. Karen Fagan was supposed to contact the Board for approval... Discussion. Trails End cannot host championships on a Sunday. Also need to know if Trails End is hosting the championship in advance, as we have to budget for ambulance, port-o-potty, security, and maintenance. Recreation has to know in advance, as events, staff and equipment must be scheduled around it. Artie will contact Karen Fagan.
 - Discussion on Friday night family entertainment/games in the clubhouse.

TREASURER'S REPORT

Artie Deyns (due to absence of JoAnn Pollack)

President Smith asked why there was a credit in the Bar and Concession Income in December – This was done to reverse previous duplicate postings from the accountant and correct the bottom line on the (2) accounts.

- Mark Christie stated the electric expense seemed to be lower in 2010 and he read an article saying PP&L may be lowering some of their rates in 2011.
- Vinny D'Eusanio asked why the monthly accounting bills are taken out of the Act 180 account. – Pam stated that was for the new accounting software training and fees charged by Wachovia Bank for bank confirmations for the audit.
- 2011 Capital Improvement fee is going to be \$675.00 or 50% of the yearly dues.

MOTION: by Vinny D'Eusanio to accept the treasurer's report and pay the bills.

Second: Debbie Shevlin **VOTE:** All in favor. *Motion passed.*

SECURITY

Mark Christie –

- Pam has double checked the citations issued in 2010 and there were only 38 issued all year – This number is very low in comparison to previous years.
- Wayne Robertson is going to be coming in on Wednesday to speak with Pam about what needs to be changed in the Security Dept.

OLD BUSINESS

President Mike Smith –

- We are going to postpone quarter dues lot discussion until the audit is complete.
- Discussion about the employee policy will be held at the May meeting. Board members are to review the policy prior to the meeting.

NEW BUSINESS

- Board members also need to submit their lot use verification form to the office along with 4 forms of proof of residence.

MOTION: by Vincent D'Eusanio to close the board meeting at 11:45am. **Second:** Wendy Purdy **VOTE:** All in favor. *Motion passed.*

Respectfully submitted,

Maegan Herington

