

March 13th, 2021

Shohola Falls Trails End Property Owners Association held a Board of Directors meeting in the Club house on Saturday, March 13th, 2021 at 10:00a.m.

ROLL CALL:

Officers Present

President – Thomas Miller

Vice President – Jo-Ann Pollack

Treasurer – Vinny D'Eusanio

Members Present

Robert Personette

Patricia Carey

Michele Murphy

Lori-Ann Kinney Bush

Kevin Dille

Iris Altreche

Members excused-

Secretary – GerryLynn Haak

Others Present

Mike Cheblowski, Chief Homeland Security

Attorney Richard Henry

Rachel Alfredson, Office Administrator

President Miller called the meeting to order at 10:00 a.m.

February 2021 minutes require corrections. After corrections are made there will be an email vote to approve them.

Property Owners Time:

Property owner asked about the plans for the coming season. – Plans and protocol will be set in place as the season gets closer.

Property owner asked about using ZOOM for Board meetings going forward. – As discussed in previous meetings, ZOOM will not be used per recommendation of our Attorney.

Office Administrator's report:

Rachel Alfredson-

- Necessary updates have been made to the internal office software. These updates will make the office staff more effective and efficient.

- Working on our collection's accounts. Once the list of 25 approved accounts is ready, we will move forward and send them to the collection agency.
- Working on our Spring mailing. Please email any suggestions you have for this year's edition before it is mailed out. It will be sent out in April.
- Waiting on a date for our Workman's comp audit. We have never had an issue with these annual audits in the past.
- There are currently 8 property owners on the list to meet with the Rules Enforcement Committee.
- Waiting for quotes for the new UV light racks our sewage treatment facility needs.
- Blue Ridge and PP&L account due dates have been synced up to cut down on weekly checks needed for our multiple accounts.
- Regarding the Capital Reserve Study, we've spoken with 3 companies. 1 advised they are booked up but we can reach out again in 6 months. 1 gave an estimate of \$10,649. The 3rd gave an estimate between \$5700-\$7000. Another local community manager gave this company a glowing recommendation.

Security

Chief Mike, Homeland Security-

- No incident reports or citations since the last meeting.
- Two properties had snow damage; both were reported to the owners.

Legal Report

Richard Henry –

- Working with your office on going forward with collections. Your office can report the delinquent debt to a collection agency, my office can type up a standard collection letter to be sent directly to the owners of the delinquent accounts, or you can file the debt with the District Court.

Treasurer's Report

Vincent D'Eusanio, Treasurer –

- We have collected 60% percent of current dues and 89% of 2020 dues.
- We will be cutting a check for \$10,000 for deposit into the Clubhouse CD account

MOTION: by Lori-Ann Kinney Bush to pay the bills **Second:** Patricia Carey, **Vote:** All others in favor

MOTION: by Patricia Carey to retrieve the liquor license from safe keeping. **Second:** Lori-Ann Kinney Bush, **Vote:** All others in favor

Rules Enforcement Committee

Bob Personette-

- The first meeting will be held in May

Concession/Bar

Jo-Ann Pollack-

- Everything will be kept the same as last year as far as to go orders and hours of the clubhouse.

Recreation

Patricia Carey-

- Will talk to the Recreation Director and the rest of the recreation committee prior to the next meeting.

Entertainment

Michele Murphy-

- Everything is pretty much booked for this season. We will have entertainment Friday, Saturday, and Sunday for the Fourth of July weekend.

Sewer

Bob Personette-

- As discussed, we're just waiting on quotes for the new UV light racks.

Maintenance

Thomas Miller –

- Working on our infrastructure project. The maintenance department is gearing up for the season.

Land Use

Lori-Ann Kinney Bush- Nothing at this time

By-Laws

Patricia Carey-

- We will continue to go through the updates already discussed and work section by section over the next few meetings.

Contracts

Kevin Dille- Nothing at this time

Old business- Our annual Gypsy moth spraying needs to be scheduled. We will keep it around the same time as it is every year.

New business- We would like to get a "Smokey the bear" sign for our community. The office will work on getting that prior to the start of this season.

Break for executive session

MOTION: by Lori-Ann Kinney Bush to close the meeting. **Second:** Jo-Ann Pollack **Vote:** All in favor.

Respectfully submitted,
Rachel Alfredson