**April 21st, 2018**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting in the Association Office on Saturday, April 21, 2018 at 9:00a.m.

**ROLL CALL**

**ROLL CALL:**

**Officers Present**

President – Thomas Miller

Secretary – GerryLynn Haak

Treasurer – Lori Ann Bush

**Officers Absent**

Vice President – Jo-Ann Pollack

**Members Present**

Iris Altreche

Patricia Carey

Vinny D’Eusanio Jr.  
Robert Personette

Michele Murphy

**Members Absent**

Mark Christie

**Others Present**

Richard Henry, Attorney

Kelly Spinning, Property Mgr.

Sally Weidner, Office Manager

Christopher Conklin, Homeland Security

President Miller called the meeting to order at 9:05a.m. Called for a motion to approve the March 24, 2018 minutes.

**MOTION:** by Lori Ann Bush to accept the March 2018 minutes. **Second:** Iris Altreche **Vote:** All in favor

**Property Owner Time –** Phillip Cohen asked the Board of Directors if Trails End could assist him in fundraising so he may attend a marathon in Las Vegas, NV to support Give Kids the World Village in Orlando, FL.

* Trails End works directly with the organizations it fundraises for

**Property Manager & Office Manager Report**Kelly Spinning, Property Manager –

* One letter was sent out last week to a PO approaching the 180 day mark.
* Everyone has copies of the water usage in their folders. Over the last month we were averaging approximately 97k gallons a day. There was a significant leak found in well #1 which made the usage spike but has since been fixed.
* 316 letters were sent out to property owners who have not made any payment towards 2018 dues. 48 letters were mailed out to property owners warning of potential judgements for non-payment of association dues.
* As of April 19th 76% of current year dues have been collected and 80% of the projected prior dues have been collected.
* 15 property owners have reached out to the Association Office and have been approved to use a payment arrangement to pay the 2018 dues.
* Everyone has the finalized copies of the Financial Statements in their folders. Bill Owens will be coming either to the May or June meeting to go over the 2017 audit.
* We have received the new ¼ zip sweatshirts which are currently for sale at the front counter. In addition to can koozies we are ordering license plates and license plate frames. They will be available by Memorial Day weekend.
* Employment ads are posted for: Lifeguards, Cleaning, Concession Counter Help and Maintenance Staff.
  + One of our maintenance employees gave his notice. His last day was yesterday.
* Work is continuing on the new Personnel Policy.
* Work at the front gate has been completed.
* Tim Morey is now working at the sports complex. His portion of the work will be done by the end of next week.
* The retaining wall for the new lifeguard shed has been installed. We are reaching out to local contractors to build the new shed.
* Maintenance will be replacing the office deck and ramp in the coming weeks. This work will be completed while the office is closed on Sundays and Mondays.
* The new merry go round was installed at the playground.
* Over the last month maintenance has replaced 10’ of water lines.
* Clean up of trees and branches from the winter storms last month is continuing.
* The dump will be open Wednesdays, Saturdays and Sundays beginning April 25th.

**Security**

Chris Conklin, Homeland Security –

* Total of 82 lots were affected by the winter storms this winter
* Passes and barcodes entries are down from 2017
* Citations are the same as last year
* Radar gun went out to be calibrated

**Legal Report**

Richard Henry, Attorney -

* 2 deed backs in progress. Letters sent to both Property Owners. Awaiting response.
* Incorrect billing regarding the deed backs will be rectified

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

* On track. In good shape
* Certain line items on the income report look high due to March having an extra Friday

**MOTION:** by Gerrylynn Haakto pay the bills. **Second:**  Iris Altreche **VOTE:**  All in favor

**Rules Enforcement Committee**

Bob Personette –

* Co-Chair of committee may need to rotate due to scheduling conflicts
* Meetings will begin in May or June

**Concession/Bar**

GerryLynn Haak –

* Met with concession manager went over protocols for the upcoming season.
* Taco night and Wing Night will be returning. Looking to possibly do something different for Friday nights.
* Pepsi came out to un-winterize and clean the soda gun lines for the bar
* We have the bar staffed for Memorial Day Weekend

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

* Murder Mystery instead of Talent show this summer
* Trip to Bethel Woods to see Lady Antebellum on July 26th has been booked along with transportation
* Old Time Carnival planned for Labor Day Weekend with dunk tank for Adults Only to fundraise for Make-A-Wish
* Trip to Broadway to see A Bronx Tale is booked for August 8th along with transportation
* Unable to get in touch with comedian from last year’s comedy night. Did some research and found a comedian who appeared on Americas Got Talent who is available. Ticket prices may have to increase
* Prices for Basketball sign-ups to increase to $25. Price will include possibly a pair of socks.
* Will look into other communities in addition to Lake Adventure for games
* Finalizing entertainment for the summer

**MOTION:** by Michele Murphy to approve Labor Day Carnival Contract in the amount of $6070.00 **SECOND:** GerryLynn Haak **VOTE:** All in favor

Bob Personette asked if landscaping and trees will be planted at the sports complex

* Yes, landscaping will be done. Will walk grounds once contractors are finished
* Second bocce ball court and volleyball court currently being installed
* Adding landscape lighting to trail from lower pool to sports complex
  + *Discussion Held*
* The hot dog wagon was taken apart and new parts will be ordered this coming week
* Will have a summer schedule for the hot dog wagon to avoid any confusion on who is using it and when

**Sewer**

Bob Personette –

* Everything is running well. No issues to report.
* Of the four companies Trails End reached out to for quotes for the sewer plant building only one responded. Their quote came in at approximately $175,000. This does not include excavation, plumbing, heating or electrical.
  + *Discussion Held*

**Maintenance**

Thomas Miller –

* Staff continuing to clean up from winter storms. Many trees were damaged or came down
* Continuing to sub-contract work out for projects such as the sports complex and the front gate signs in order to have staff focus on community repairs and upkeep. More cost and time affective.

**Land Use**

Iris Altreche –

* 8 – 1st letters

2 – 2nd letters

1 – Holds

0 – Fines

8 – Complied

**By-Laws –**

Patricia Carey & Lori-Ann Bush –

* Election portion needs to be researched further
  + *Discussion Held*
* Consider term limits for Executive positions
* Will implement a proposed agenda for By-Law review prior to May Meeting
* Forward True Ballot contact information to By-Law committee

**Contracts –**

Vincent D’Eusanio Jr.

* Everything is up to date
* The security and electric contract are up at the end of the year

President Miller called for a motion to open a savings account for the future clubhouse. $10,000 budgeted in 2018 will be used to open account.

**MOTION:** by Patricia Carey to open long term savings account for future Clubhouse **Second:** Lori-Ann Bush **Vote:** All in favor

**New Business –**

* For Spring Mailing including information on Lyme Disease, Tick prevention and Burn Bans

10:15am Executive Session – Regular Session opened at 1:40pm

President Miller called for a motion to accept the terms agreed upon in executive session for lots# 5215.

**MOTION:** by GerryLynn Haak to accept the terms of the agreed upon in Executive Session for the payment arrangement for lot# 5215. **Second:** Michele Murphy **Vote:** All in favor

**MOTION:** by Michele Murphy to close the meeting at 1:50pm **Second:** Iris Altreche **VOTE:**  All in favor

Respectfully submitted,

Kelly Spinning