**June 21, 2014**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting at the association building on Saturday June 21, 2014 at 9:00a.m.

**ROLL CALL**

**Officers Present**

President - Mike Smith

Vice Pres. – Robert Personette

Treasurer - Jo-Ann Pollack

Secretary - Wendy Glynn

**Members Present**

Iris Altreche

Lori Bush

Gerrylynn Haak

Thomas Miller

**Members Absent**

Vinny D’Eusanio

**Others Present**

Pam Valenza – Property Mgr.

Richard Henry – Attorney

President Smith called the meeting to order at 9:00a.m. Called for a motion to approve the May 2014 minutes:

**MOTION:** by Gerrylynn Haak to accept the May 2014 Minutes.  **Second:**  Lori Bush VOTE:

All in favor

**Property Manager’s Report**

Pam Valenza –

* Memorial Day Weekend - went well –
* Security issued 665 vehicle guest passes with a total of 1409 guests in those vehicles. 603 individual lots were accessed via bar codes (Friday – Monday). Discussion held on guest policy.
* Bar did very well – highest gross income for Memorial Day weekend in 6 years
* Have had good feedback regarding the concession
* Dues: Current dues collection is at 93% as of May 31st which is where we were last year at this time. Prior dues are at 108% collected. We are over the amount we anticipated to collect.
* 28 letters were sent to lots that owed 2 years stating the judgment process would be started. Of those 10 have paid in full; 1 signed a promissory note they would pay in full by June 30th; 2 other lots made payments; one stated they will pay $350 per month. With that response letters were sent to 63 lots to lots owing 1 year but less than 2 years to request payment or a judgment will be filed.
* 40 lots have been reconnected since Memorial Day Weekend as of June 20th.
* 2 additional lots defaulted on the individual payment plan bringing the total to 3 defaults out of 11.
* Permanent residents – have sent 2 lots letters that are approaching the 180 day limit – still monitoring for permanent residents.
* Have liquor license renewal for next year. Need information to fill out form.
* Proposed zoning ordinance regarding building decks should be done by September – August would be the earliest.
* Property owner asked if they could install an underground water line – Board agreed it was fine to install at this time.
* Process started with the PA Dept. of Conservation and Natural Resources to design an emergency action plan for TE for wildfires. A draft was dropped off yesterday and it has to be reviewed and changes/corrections made. The forester will be in TE to assess the risks TE may have.
* Have 2 lots that have a mandatory meeting with the Board due to electrical violations – Lots 1136 and 4816.
* The lease for the copy machine is up in August. Have obtained several prices. The best price was to change the lease from 48 months to 60 months and save approx. $90 per year with Topp Copy. Board agreed.
* Wells – everyone has a copy of the wells daily average in their folder. Last year on Memorial Day Weekend the wells pumped over 200,000 gallons; this year it was down to 141,000 so we are going in the right direction.
* As budgeted the additional awning was purchased and is installed.
* New compactor purchased and in operation.
* Gypsy Moth Spray completed on June 16th.
* Back ramp is almost completed.
* Security: 14 citations were issued in May – 5 of which were for burning during the fire ban. A property owner drove into the front planter this past week during the day. Property Owner, Mr. Ed O’Neal passed away at the trailer on Wed. June 18th.

**RULES ENFORCEMENT**

Bob Personette –

* 6 grievances are scheduled for today. Have had more this year than in previous years.

**RECREATION/ENTERTAINMENT**

Wendy Glynn/Gerrylynn Haak -

* Schedule is done. Our regular DJ that normally does the bigger events is no longer in the area.

**LEGAL**

Richard Henry –

* Have 4 lots scheduled to close. Two deeds will be left here for Exact Abstract to pick up.
* Have status sheet on deedbacks that are currently being worked on. Lot 650 called and stated they will be paying the taxes in order to deed back. Still no response from several of the lots.
* Will get a copy of the proposed zoning ordinance.

**PROPERTY OWNERS**

* Lot 978 – Asked about the fiscal year of January – December for which dues are paid and the permitted days a lot is allowed to be used. The 180 days permitted are in any 365 day period.
* Lot 2422 – asked where the water comes from that is used to fill the pool? The wells but that water is accounted for – DEP is concerned with waste. Also asked if the Board would consider banning the burning of leaves by property owners.
* Lot 3407 – There were more visitors that property owners Memorial Day Weekend. The visitors are using our resources – suggested charging guests. Discussion on guests.
* Lot 2114 – Asked if the swim league splits can TE host swim championships this year?

Will approach Board after the meeting.

* Lot 3212 – Light out at entrance of TE. Knows it is PP&L’s pole. They have been contacted several times.
* Lot 2420 – asked about the number of boil water advisories. Anytime a well is shut down for a repair or the electric goes out we must notify DEP and post boil water advisories – water samples are sent out and then the advisories lifted. As we keep doing repairs the advisories are left posted.
* Lot 3421 – complained of speeding on the main road. Would like stop signs posted at the end of Aztec.

**TREASURER’S REPORT**

Jo-Ann Pollack –

* Budget is right on target
* Bar income was high this past Memorial Day Weekend
* **MOTION:** by Mike Smith to pay all bills. **Second:** Iris Altreche **VOTE:** All in favor

President Smith – There is an election for the Board of Directors this year. Please read and follow the By-laws for the guidelines to run.

The budget process will start in late July. Asking for participation from property owners. As the auditor stated at last month’s meeting Trails End is doing very well financially. After this season a new maintenance building is going to be constructed. We would like to house all of our equipment also. After that would like to start planning to build a new clubhouse.

**OLD BUSINESS**

* Discussion on water useage
* Guest policy – all suggestions welcome.
* Open air meeting will be held during the season.

**NEW BUSINESS**

* Tom Miller – Movie projector and screen purchased – needs help from maintenance to set up wiring and cabinet for it. Also blacktop by recreation office needs to be re-done.

**MOTION:** by Wendy Glynn to adjourn meeting. **Second:** Gerrylynn Haak **VOTE:** All in favor

Respectfully submitted,

Pam Valenza