**June 25, 2016 Minutes**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting at the association office building on Saturday June 25, 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

Andrew Gleiss

Michele Murphy

Robert Personette

**Members Absent**

Vinny D’Eusanio

**Others Present**

Richard Henry, Attorney

Maegan Herington, Office Mgr.

Kelly Spinning, Property Mgr.

President Miller called the meeting to order at 9:00a.m.

**Property Owners**

* Lot 1980 – asked about screened porches
	+ It was suggested that any property owner planning on building a screened porch should contact the township.
* Property Owner suggested we look into getting draft beer at the bar – it will be looked into for next summer

**Security Report**

Chief Mike, Owner Homeland Security

* Memorial Day Weekend was great – there were less speeding citations from property owners – the speeding is happening more by the contractors/utility companies now
* Trespassing incident on Crow this past month
* Fire crackers were being set off last night
* Discussion was held regarding golf carts – they are to remain on the roads and follow all rules that regular vehicles have to follow – the paths will be blocked off so they are walking paths only
* There was an accident at the gate – 2 vehicles were involved
* A report was made for torn screens at a property

**Property Manager’s Report**

Kelly Spinning, Property Manager –

* Memorial Day weekend was very busy with a total of 678 guest passes issued. We had a total of 1840 guests on property and a total of 602 lots were accessed over the holiday weekend which was all up from last year.
* Concession –Over the holiday weekend concession grossed just over $5,200. Feedback from the property owners has been positive since Trails End has taken over the concession
* Bar - Grossed over $2,700 which is just about $400 more than Memorial Day 2015. We are planning on opening the bar Wednesday evenings for a wing night and also Sundays for sporting events thru the summer. Keep an eye on the happenings for specific times and events
* Playground – The lights have been installed at the playground to help illuminate the field at night. We have also added a picnic table to the playground area.
* The BBQs have been installed in front of the clubhouse
* Pools – The lower pool has been cleaned and the steps are fixed – it opens today and will remain open for the rest of the season.
	+ There was an issue regarding proper swim attire at the pool – it has been added to the Happenings that proper swim wear is required while at the pool
* Gypsy Moth spraying occurred on June 2nd
* Water Usage –averaging just above 104k gallons a day which is about 30k gallons less than this time last year and both pools were filled during this time as well

**Office Manager’s Report**

Maegan Herington, Office & Personnel Manager

* As of June 23rd we have collected 94% of current Dues (2015: 93%)
* As of June 23rd we have collected 91% of prior dues (2015: 53%)
* New cleaning assistant started Friday June 10th and a new maintenance worker started June 15th
	+ Pike County Work Force Agency is working with the office at Trails End to place employees here – They place workers ages 16-24 at a worksite and they pay the salary and workers comp for the employee. We are using 1 worker over 18 for ground keeping and possibly one more next month
* Credit card machine is working great.
* The bar and concession have remained open Fridays and Saturdays throughout June and the feedback has been overwhelmingly positive about this change
* Trails End Bar has 3 bartenders this summer – Kim, Carrie, and Eileen. The bar is going to be open Wednesday nights for wing night and Sundays during the day - We have the Nascar and Yankees Baseball Schedules for Sundays in July – Security is notified of the new bar schedule
* Jessica Kane (Concession Mgr.) and myself, Maegan, went to Restaurant Depot in NJ and stocked up on concession inventory – we have made 2 trips this month and will go again throughout the season when we need to stock up on mainly drinks
* Employee Background Checks will be Thursday July 7th at 10am – Sterling Background Checks coming to with a “traveling station” to collect fingerprints. Clearances are good for 3 yrs -cost $55.00/person
* Purchased a new 3-Bay sink from European Chef for the Recreation Dept. – Also ordered a new hot water heater, cost approx. $1,500
* Cole Pirosseno is going to start asking businesses to sponsor the Trails End Marathon by asking if they would like to advertise on the back of the marathon shirt or donate items needed for the race day
* Sweatshirts are for sale in concession ranging from $15-22
* Swimmy Diapers are on sale at concession as well $2/diaper

**LEGAL**

Richard Henry, Attorney

* Closing on lot 5220 sold by the Land Company

**Treasurer’s Report**

Lori Bush, Treasurer -

* Budget is on target
* The deposit for Memorial Day weekend was done on June 1st so the income will not reflect until the June Income Statement

**MOTION:** by GerryLynn Haak to pay the bills. **Second:** Jo-ann Pollack VOTE**:**  All in favor

**Rules Enforcement Committee**

Bob Personette

* 5 Property Owners will be coming in for meetings today
* Community service is working great with the kids

**Bar/Concession**GerryLynn Haak, Jo-Ann Pollack, & Michele Murphy

* Ordering was completed
* Staff hired
* We have been reviewing pricing and the menu items

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

* Entertainment is totally booked for the season
* The schedule will go out with the Recreation Calendar
* There will be one adult night in July
* DJ Smooth is a new DJ we are trying this summer
* Karaoke will also be new this summer
* August 6th will be Neil Diamond – family night in the clubhouse
* Comedy night / Dinner will be August 27th

**Sewer**

Bob Personette –

* The sewer plant is weaning off of sugar now that the property owners are up for the season it is not needed
* Sludge removal company came in and removed the sludge at the sewer plant
* Goal is to replace all sewer/water lines in the next 5-10 years

**Maintenance**

Jo-Ann Pollack and Andy Gleiss -

* Tour of the new Maintenance Building went well after the May Meeting
* Replaced 2 hydrants
* Modified the stairs in front of the Clubhouse
* The BBQ pits were installed in front of the Clubhouse

**Land Use & Development**

Iris Altreche & Lori Bush

* Letters sent out to property owners:
	+ 15 letters sent to POs’ for their first notification of a violation
	+ 11 letters sent to POs’ for their second notice of a violation
	+ 5 Lots have contacted us and their violations were put on hold until they come up for the season
	+ 33 lots have come in compliance with their violations
	+ 6 fines were issued to lots not in compliance

**By-Law Committee**

GerryLynn Haak & Lori Bush

* By-Law changes are going to be discussed and reviewed at the next meeting

10:32am Executive Meeting - Regular Session opened at 11:14

**MOTION:** by GerryLynn Haak to close the meeting at 11:31pm. **Second:** Bob Personette VOTE**:**  All in favor

Respectfully submitted,

Maegan Herington