**March 16, 2019**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting in the Association Boardroom on Saturday, March 16, 2019 at 10:00a.m.

**ROLL CALL**

**ROLL CALL:**

**Officers Present**

President – Thomas Miller

Vice President – Jo-Ann Pollack

Secretary – GerryLynn Haak

Treasurer – Lori Ann Bush

**Members Present**

Michele Murphy

Robert Personette

Iris Altreche

Patricia Carey

Vinny D’Eusanio Jr.

**Others Present**

Attorney Richard Henry

Lieutenant Christopher Conklin, Homeland Security

Rachel Korenstein, Office Administrator

President Miller called the meeting to order at 10:00a.m. Called for a motion to approve the February 9th, 2019 minutes.

**MOTION:** by Jo-Anne to accept the February 9th minutes. **Second:** Gerrylynn

**Vote:** All others in favor

**Property Owners time -** Nothing to discuss

**Security**

Lieutenant Chris, Homeland Security

* 7 citations YTD, compared to 5 in 2018
* Currently working on inputting data to the new access program. Many bad phone numbers and addresses have been noted, please note in the Spring mailing to have Pos update the office with current information.
* Property damage found due to snow- Pos with current contact information were informed.
* Security is incorporating the access program to the guard port system (check in points throughout the community)

**Legal Report**

Attorney, Richard Henry

* Default judgement date of 4/8/19 was set by Judge Cooper for current dues suits. Steps will be taken accordingly for those who do or do not respond to their court date. It appears dues suits have not been done in the past 5 years as this was the TE office’s responsibility. My office will provide any assistance needed to Rachel going forward so she can properly resume the dues suits as needed.
* Open deed backs where POs never submitted the information to finalize the deed back should be contacted, complaints should be filed on those ignoring the deed back requirements.

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

* 42% of 2019 dues collected as of 3/1/19. Asked for a motion to pay the bills

**MOTION:** by GerryLynn Haakto pay the bills. **Second:**  Patricia Carey **VOTE:**  All in favor

**Committee Reports**

Sewer

Thomas Miller -

* New sewer plant electric is being worked on and is set to be completed this spring within budget. No freezing issued to date.
* We will be working hard this year to really improve our water usage through the repair and replacing of old underground piping.

Rules Enforcement Committee

Bob Personette – Rachel will need the contact information for committee members (8 members). We have a short list of people waiting to grieve. The meeting will be held in May, date TBD.

Concession/Bar

Jo-Ann Pollack, GerryLynn Haak–

* Next month we will need a motion to get the liquor license out of safe keeping.
* We will be discussing the hours of the concession, expanding them to accommodate the need. Potential hours will be 8am-5pm on week days with the exception of specialty nights, and staying open until 12-12:30am on weekends to accommodate the bar guests. This will be discussed with Helen, our kitchen supervisor.

Entertainment

Michelle Murphy –

* Rachel has been reaching out to comedians for quotes for adult comedy night, she will review the clips and quotes with Michelle and Gerrylynn.
* Some of the bands have been booked, we can expect to see Neil Diamond (impersonator), Blue Meanies, we are currently looking for DJs, a country western band, and an oldies band.
* Buses for casino trips are booked and we are working on confirming the date of the Broadway trip.
* We will be having our pocketbook bingo in July and the comedy night in August. Important dates will be listed in the Spring mailing.

Maintenance

Thomas Miller -

* One full time employee is out on paternity leave so we have been a little shorthanded, luckily the busy season hasn’t hit just yet.
* Our new custodial employee is doing a great job, we are still looking for a seasonal custodial employee.
* A work order has been put in to continuously fix the pot holes throughout the community and maintenance has been doing a great job of steadily fixing them.
* Our new truck has not been taken out yet, it will be used after the snow and salt are off the roads. If we take care of it that truck will last us the next 20 years.
* We are getting quotes for the new diesel fuel tank. It will save an enormous amount of time and money to have a regular diesel tank on site so we do not have to send our team out to fill up our trucks throughout the winter. We plan to hire someone to maintain the gas pumps on site.

Land Use

Thomas Miller –

* Security will now be more active in addressing land use violations as the season approaches.

By-Laws

Thomas Miller –

* I would like to dedicate up to an hour of our time next meeting to discuss any proposed bi-law changes so we can work towards getting the updated bi-laws done by the end of this year.

Contracts

* N/A

**Old business**

Thomas Miller -

* Our lifeguard shack is currently being built off site and will be delivered before the start of the season. Our maintenance team will set it in place.

Rachel –

* I am currently working on confirming seasonal employees both new and returning. Went to the Pike County workforce job fair to recruit some seasonal help. Please make sure anyone who knows they will be returning to work this season fills out a 2019 application. We plan to hire 10% more than needed to make sure we’re covered.

**New business**

Thomas Miller -

* Gerrylynn will handle the election as the secretary. Patty, Vinny, Bob, and Lori are up for election this year. This year the ballot box will be under camera since we recently had cameras installed throughout the office.
* It has been noticed that Pos are trying to rent out their trailer through air b&b; we will not allow it. We will need to discuss a rule to regulate guests that is fair to the property owners wanting to rent while not allowing short term guests that are unknown by the POs. We should be taking a copy of all drivers license of guests coming in. Next meeting, we will need to put a formal rule into place for this season to deter misuse of the guest policy for the protection of our POs and Trails End. We will add the renting advisory to the spring mailing.

**Break for Executive Session**

**Resolutions**

Thomas Miller –

* 19-01: Motion to remove N from our swim team bank account.
* **MOTION:** by Gerrylynn. **Second:** Michelle **VOTE:**  All in favor
* 19-02: Motion to remove MH from all TE bank accounts.
* **MOTION:** by Gerrylynn. **Second:** Michelle **VOTE:**  All in favor
* 19-03: Motion to remove KS from all TE bank accounts.
* **MOTION:** by Patty. **Second:** Lori **VOTE:**  All in favor
* 19-04: Motion to add Thomas J Miller to all TE bank accounts.
* **MOTION:** by Jo-Ann. **Second:** Gerrylynn **VOTE:**  All in favor
* 19-05: Motion to add Lori-Ann Bush to all TE bank accounts.
* **MOTION:** by Gerrylynn. **Second:** Jo-Ann **VOTE:**  All in favor

**MOTION:** by Iris to close the meeting. **Second:** Lori-Ann **VOTE:**  All in favor

Respectfully submitted,

Rachel Korenstein