



SHOHOLA FALLS
Trails End

Property Owners Association
190 Shohola Parkway South, Shohola, Pennsylvania 18458
(570) 296- 8542 • Fax (570) 409-1037
www.trailsend.org

Board of Director's Meeting

October 21, 2023
9:00 AM Board Room

Shohola Falls Trails End Property Owner's Association, Inc. held a Board of Directors meeting in the Administration Office Board Room on Saturday, October 21, 2023 at 9:00 A.M.

ROLL CALL

Officers Present:

President – Jo-Ann Pollack
Vice President – Kevin Dille
Treasurer – Lori-Ann Kinney-Bush
Secretary – GerryLynn Haak

Members Present:

Iris Altreche
Brian Fitzpatrick
Michele Murphy
Patricia Carey
Robert Personette

Members Excused:

Thomas Miller

Others Present:

Richard Henry – Trails End Attorney
Mike Chlebowski, Homeland Security
Sherry Ranaudo, Property Manager
Arielle A. Johnson, Front Desk Receptionist

President Pollack called the meeting to order at 9:00 A.M.

MOTION TO ACCEPT MINUTES WITH REVISIONS:

MOTION: GerryLynn Haak SECOND: Brian Fitzpatrick VOTE: All in favor

Property Owner Time

- Lot #5418
 - = Requested personal salary amounts for each individual employee employed by Trails End (TE does not give out individual salaries, that is confidential, total department salaries are public and listed in the budget and on the website)

- Lot #4526
 - PO inquired about the 'Ten Year Plan'
 - PO stated he believes roads, water and electrical issues are of greater concern

- Lot #4529
 - PO would like to have a vote to see if the Property Owners of Trails End want to have an assessment done for electric
 - PO suggested that generators be added to the Wells so when power goes out the wells will still work

- Lot #4525
 - PO stated that he has been waiting for a mailbox for five years (Property Manager to look into)
 - Also inquired as to whether the new cameras by the gatehouse were catching PO's who switch their barcodes (yes, new cameras are catching that and they are working well)
 - PO asked if the reader at the gate could be moved back some to give a little more room for larger vehicles (TE to look at in the Spring)

- Lot #1327
 - PO requested a copy of Trails End financial report (financial report was given)
 - PO asked about CDs and account interest percentages (TE does have several CDs that all accrue interest)

Presidents Report – Jo-Ann Pollack

Committees Assigned:

- Rules Enforcement – Robert Personette, Kevin Dillie
- Security – Thomas Miller, Iris Altreche
- Concession/Bar – GerryLynn Haak, Michele Murphy
- Recreation – GerryLynn Haak, Patricia Carey
- Sewer – Robert Personette
- Maintenance – Thomas Miller, Jo-Ann Pollack, Brian Fitzpatrick
- Land Use – Lori-Ann Kinney-Bush, Brian Fitzpatrick
- By-Laws – Patricia Carey, Lori-Ann Kinney-Bush
- Contracts – Kevin Dille, Thomas Miller
- Personnel Policy – Patricia Carey, Kevin Dille, Jo-Ann Pollack
- Entertainment – Michele Murphy, GerryLynn Haak

Office Report - Sherry Ranaudo

- Very busy 'in-season' for the office
- Everything is beginning to wind down
- The 2024 Budget was recently mailed out with the form to sign up for IRIS
- IRIS (Emergency Response Information System) to be up and running by January 1st
- All seasonal employees have finished up for the season and are being taken off payroll
- Interviews to take place over the next few weeks for Maintenance positions
- Mailbox billing will be changing to a yearly schedule

Security Report – Mike Chlebowski - Homeland Security

- Very busy but good

- One medical emergency this month
- 104 citations so far for the year
- Columbus Day weekend passes issued was 282
- Number of access on the inside gate was 572
- Number of access on the outside gate was 1188
- Dump cameras need to be updated along with an additional camera added to the fuel site
- Lines need to be fixed and/or replaced.
- Barcode cameras are working well
- Two of the computer towers in the Guard Shack need to be updated for better Security operation
- Lt. Conklin to work with the Property Manager on the purchasing the new towers
- Lighting use tracking will be starting this month

Legal Report – Richard Henry - Attorney

- Nothing to report at this time

Treasurer’s Report – Lori-Ann Kinney-Bush, Treasurer

- Everything looks good, on budget for the year
- 93% dues collected for 2023
- 96% dues collected for 2022

MOTION TO PAY BILLS:

MOTION: Gerry-Lynn Haak SECOND: Kevin Dille VOTE: All in favor

COMMITTEE REPORTS

Rules Enforcement - Bob Personette

- Grievance did good this year
- We are done for the season
- Will resume in the Spring

Concession/Kitchen/Bar – GerryLynn Haak

- Concession did very well this year profit to date \$7,528
- Cutting back on the menu saved money
- Bar being moved outside was positive, had more people attend enjoying the fresh air
- Bar profit to date \$19,746

Recreation - Patricia Carey, GerryLynn Haak

- Patricia Carey thanked Recreation Director, Maureen Miller, for all of her hard work this year
- Dues Raffle breakdown –
 - Dues raffle collected \$8780
 - Minus out \$3,251.50 for the Dues Raffle winners
 - Leaves \$5,528.50
 - Add on \$330 from Casino night = \$5,858.50 for donation to Shohola Fire Department

MOTION TO ROUND THE AMOUNT TO BE DONATED UP TO \$6,000 FOR SHOHOLA FIRE DEPARTMENT:

MOTION: Kevin Dille SECOND: Lori-Ann Kinney-Bush VOTE: All in favor

Additional money raised for donations:

- \$470 from the 4th of July 50/50
- \$200 from the 4th of July 4th BBQ
- \$1,025 from the August Tricky Tray
- \$245 from the Birthday Board
- \$1,080 from Labor Day 50/50
- \$855 from the Gravel Raffle
- Total between events = **\$3875**

MOTION TO ROUND AMOUNT UP TO \$4,000 TO BE DONATED TO 2 LOCAL FOOD BANKS (\$1,500 EACH)
AND PRECIOUS PAWS & FRIENDS (\$1,000):

MOTION: GerryLynn Haak SECOND: Michelle Murphy VOTE: All in favor

Entertainment: Michele Murphy, GerryLynn Haak

- Really good season, already booking for next year
- Great feed back from the Property Owners on the bands
- Band 'Until Sunrise' booked for two events next year

Sewer - Robert Personette

- Everything is running well, switching to sugar soon
- Waiting on permit from DEP
- Property Manager to follow up

Maintenance – Thomas Miller (excused), Jo-Ann Pollack

- Taking up speed bumps
- Cleaning and closing up kitchen, concession and bar area
- Painted teen center floor
- Fixing leaks
- Pool repairs

Land-Use: Brian Fitzpatrick, Lori-Ann Kinney-Bush

- 8 letters sent as of 10/19
- 18 additional violation letters on report for follow up

By-Laws – Patricia Carey

- Tabled until January

Contracts - Kevin Dille

- Contracts are up to date
- Looking at information on electric charging stations for Trails End
- Charging stations would charge both golf carts & vehicles
- Looking into using credit cards at the charging stations

Old Business:

- Nothing at this time

New Business:

Banners:

- Need count of number of poles from Maintenance that Trails End can use for banners
- Property Manager to call PO who is organizing the banners to go over procedures

NEXT MEETING: DECEMBER 2, 2023, 10am, in the Club House

MOTION TO CLOSE MEETING:

MOTION: Lori-Ann Kinney-Bush

SECOND: Brian Fitzpatrick

VOTE: All in favor

Meeting adjourned @ 1:58 pm

Respectfully submitted,

Arielle Johnson

Front Desk Receptionist

Shohola Falls Trails End POA