

December 10, 2011

Shohola Falls Trails End Property Owners Association held a Board of Directors meeting on Saturday December 10, 2011 in the association office building at 10:00a.m.

**ROLL CALL:**

**Officers Present:**

President – Mike Smith  
Vice President – Robert Personette  
Treasurer – Jo-Ann Pollack  
Secretary – Wendy Purdy

**Members Present:**

Vincent D'Eusanio  
Arthur Deyns  
Maureen Miller –via phone

**Members Absent:**

Iris Altreche  
Mark Christie  
Debbie Shevlin

**Others Present:**

Pam Valenza, Property Manager  
Richard Henry, Attorney  
Gerrylynn Haak (Board Member for 2012)

President Smith called the meeting to order at 10:00a.m. Asked for a motion to accept the September 2011 minutes.

**MOTION:** by Bob Personette to approve the September 2011 minutes. **Second:** Wendy Purdy **VOTE:** All in favor. *Motion passed.*

**Reorganization for 2012**

Gerrylynn Haak took her seat and the election of officers for 2012 was conducted by Attorney Richard Henry.

Called for nominations for the office of President.

**Motion:** by Wendy Purdy to nominate Michael Smith for President for 2012. **Second:** Bob Personette **VOTE:** All in favor

**Motion:** by Wendy Purdy to close nominations for the office of President **Second:** JoAnn Pollack **Vote:** All in favor

Attorney Henry directed the secretary to cast a single ballot for Michael Smith for the office of President for 2012

Called for nominations for the office of Vice President.

**Motion:** by Michael Smith to nominate Bob Personette for Vice President for 2012.

**Second:** Wendy Purdy **Vote:** All in favor

**Motion:** by Michael Smith to close the nominations for the office of Vice President

**Second:** JoAnn Pollack

Attorney Henry directed the secretary to cast a single ballot for Bob Personette for the office Vice President for 2012.

Called for nominations for the office of Treasurer.

**Motion:** by Michael Smith to nominate JoAnn Pollack for the office of Treasurer for 2012. **Second:** Wendy Purdy **Vote:** All in favor

**Motion:** by Michael Smith to close the nominations for the office of Treasurer. **Second:** Wendy Purdy **Vote:** All in favor

Attorney Henry directed the secretary to cast a single ballot for JoAnn Pollack for the office of Treasurer for 2012.

Called for nominations for the office of Secretary.

**Motion:** by Michael Smith to nominate Wendy Purdy for the office of Secretary for 2012.

**Second:** JoAnn Pollack **Vote:** All in favor

Attorney Henry directed the secretary to cast a single ballot for Wendy Purdy for the office of Secretary for 2012.

Reorganization of officers done for 2012.

**Motion:** by Wendy Purdy as secretary to cast a single ballot for Gerrylynn Haak to serve as a director for Trails End POA for the 2012-2014 term as she was the only candidate to run in the election. **Second:** Mike Smith **Vote:** All in favor

### **Property Manager's Report**

Pam Valenza –

- Since the last Board meeting in September the Annual Budget meeting was held with only one lot showing up. We did receive written comments on the 2012 budget with 52 agrees and 9 disagrees. They are available to read.
- Dues: we are 98% collected for current dues. The 2012 dues bill was sent out November 15<sup>th</sup> and to date we have collected \$125,657. Last year at this time we collected \$149,000.
- Act 180 fund – collected \$31260 in 2011 – the total in the fund is approx. \$89,000.
- We are in the process of starting the audit. The accountants will be here Dec. 13<sup>th</sup>.
- Have been obtaining quotes for Trails End's insurance renewal. Will have amounts for the January meeting.

- Year to date maintenance work orders: total of 972. Everyone has a breakdown in his or her folders.
- 2011 Citation breakdown – there was a total of 81 citations issued – 55 were issued to the property owner and 26 to guests. 35 grievances were held and 8 are pending for next year. Everyone has a breakdown in his or her folders.
- There are 2 property owners who are in violation of accessing their lot in excess of 180 days and 2 more lots who are approaching the 180-day mark. The two in violation have their cards deactivated.
- The capital reserve study is scheduled to be done early spring 2012.
- The trip van lease is also set up through Enterprise car rental. The 1996 trip van was sold for \$3500 to a property owner.
- Pool project – still obtaining information and bids. Woods Pool Company will be here next week. Vinny D'Eusanio questioned if the concrete around the lower pool was repaired – the mason did come back and fill the cracks in.
- Utility trailers – they are not a problem now but more property owners are bringing them in. Need a regulation for them – should they be registered, is there a limit to the number than can be placed on a lot, can they be used as a shed. Discussion held.
- Delinquent dues – 38 lots owe \$10,000+; 15 of these are on the repository sale list. 35 lots owe \$5 - \$10,000; 23 lots owe \$2 - \$5,000. Trails End has 52 judgments on these lots – 3 lots are in the process of deeding back their lots. There are 147 ¼ dues lots. There are a total of 136 delinquent lots. (40 lots owe \$1 - \$2,000). Discussion held.
- Winter Projects – Comfort station 2 (Heron Circle) was refurbished – our maintenance did re-did the floors with an epoxy paint at a cost of \$170 for material. Requires 4-5 days of 2 men but we are saving approx \$2,000.00. Comfort station 7 was done and comfort station 3 is scheduled to be done next. The bottom sills rotted on comfort station 3. All the stations will be repainted.
- Concession is being scrubbed and cleaned.
- Maintenance will be cleaning up Land Company lots (removing junk trailers, sheds), trimming trees/limbs for winter and checking and documenting electric boxes for 30 amps and replacing the numbers on the boxes.

### **Recreation**

Maureen Miller – the 2012 calendar is completed. Board members have a copy in their folder.

Would like to raise money for Make A Wish again in 2012.

Dues raffle money – need a new basketball hoop for the pool –

Gerrylynn Haak will look into purchasing an outdoor movie screen/projector

President Smith thanked Maureen Miller for her nine years of service on the Board.

### **Rules Enforcement**

Bob Personette –

35 Grievance hearings were held this year. The procedure works well and believes most property owners seem satisfied.

### **Treasurer's Report**

JoAnn Pollack –

Reviewed the budget report – we are right on point with most line items except for the water system due to testing and the electric line due to weather. The security line is coming down due to the reduction of staff.

The concession is at -\$4200 and the bar income is ahead by \$12,500 with \$800 still in inventory.

**MOTION:** by Artie Deyns to pay the bills. **Second:** JoAnn Pollack **VOTE:** all in favor

### **Security**

Pam Valenza –

There will be personnel changes as Lt. Tedesco will be taking time off.

Had one guard who actually went through a bag of garbage at the compactor to determine who it belonged to because it was dumped.

Maintenance discovered a property owner circumventing electric for the second time this year. The first offense the property owner paid the \$500 fine.

The electric was disconnected and the property owner notified he must meet with the Board prior to being reconnected.

### **New Business**

Calendar set for 2012 for Board meetings.

Committees will be e-mailed out.

Land Company meeting held at this time (11:35am)

POA meeting resumed at 11:50am.

Bob Personette – will propose a change in the fine schedule in January and bring up a new guest policy.

Looked at other communities and discussed using bar codes on vehicles.

Discussion of badges, guests, etc.

Pres. Smith –remain with a nine-member board for now. Board agreed.

Legal retainer – on hold until January meeting.

### **OLD BUSINESS**

None

**MOTION:** by Vinny D'Eusanio to adjourn the meeting at 12:10p.m. **Second:** Maureen Miller **VOTE:** All in favor

Respectfully submitted,

Pamela Valenza

