



SHOHOLA FALLS

*Trails End*

Property Owners Association

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[www.trailsend.org](http://www.trailsend.org)

**Board of Directors Meeting**

**March 8, 2025**

**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, March 8, 2025 at 9:00 A.M.

**ROLL CALL**

**Officers Present:**

President – Jo-Ann Pollack

Vice President – Kevin Dille

Secretary- GerryLynn Haak

Treasurer – Lori-Ann Kinney-Bush

**Members Present:**

Michele Murphy

Robert Personette

Brian Fitzpatrick

Patricia Carey

Iris Altreche

**Members Excused:**

Thomas Miller

**Others Present:**

Mike Chlebowski, Homeland Security

Attorney Rich Henry – Richard B. Henry & Assoc.

Attorney Woodrow Martin – Richard B. Henry & Assoc.

Sherry Ranaudo, Property Manager

Victoria Matassov, Asst. Property Manager

President Pollack called the meeting to order at 9:00 A.M. Called for a motion to approve the January 25, 2024 minutes with correction

**MOTION:** by Michele Murphy to accept the January 2025 minutes with correction

**SECOND:** Brian Fitzpatrick **Abstained:** Kevin Dille, GerryLynn Haak **Vote:** All in favor

#### **Property Owners Time**

- Lot #4315 – Asked about seasonal help, if we were hiring yet and what the process was to apply. Trails End has started accepting applications for the upcoming season. Applicants should fill out the Employment Form through the Trails End Website or can come to the office to fill one out.
- Lot #949 - Asked why we had to boil the water in Trails End. It was explained that when the power goes out the system goes down which causes a water boil advisory.

#### **Office Report - Sherry Ranaudo – Property Mgr.**

- Audit was started, waiting on Accountant for another date to complete
- Spring Newsletter was started
- Golfcart stickers were ordered
- Dorney trip was booked, date of trip is August 4th
- Casino trips were planned, both to Wind Creek, dates will be July 28<sup>th</sup> and August 18<sup>th</sup>
- Still looking for a good concert to book for the season
- Working with Board of Director Treasurer on updating signer information on all Trails End bank accounts
- Looking into additional investments into ICS or CDARS account
- Set up and participated in a Land Use Meeting that was very productive, currently updating the land use log

#### **Security Report – Mike Chlebowski – Chief Homeland Security**

- No incidents except storm damage
- Due to some issues Maintenance had with our salt spreader Security was unable to drive around during the bad weather
- IRIS updates are working great
- Radar guns were sent out to be recalibrated
- Getting ready for the Season

#### **Legal Report – Richard Henry – Attorney**

- Nothing specific to report

#### **Treasurer's Report – Lori-Ann Kinney-Bush, Treasurer**

- February's report – 67% of current dues collected
- Need to open another CDARS or ICS
- Need to change some signers on bank accounts
- Motion needed to pay the bills

**MOTION:** by Brian Fitzpatrick to pay the bills

**SECOND:** Patricia Carey **VOTE:** All in favor

#### **Rules Enforcement – Robert Personette, Kevin Dille**

- First meeting for 2025 will be held in May/June

#### **Concession/Kitchen/Bar – GerryLynn Haak, Michele Murphy**

- Liquor License will need to be taken out of safe keeping 30 days before opening season
- Bar/Clubhouse/Concession are in need of some upgrades
- Need to get some ideas and estimates on renovation costs

#### **Recreation - Patricia Carey, GerryLynn Haak**

Some 2025 Event dates that are scheduled:

- July 10 – First night of Bingo, doors open at 7pm, calling starts at 8pm
- July 12 – 3pm Golf Cart Parade (line up in front of Clubhouse)  
6pm Multicultural/Salsa Night (food drop off starts at 5pm)
- July 26 – Pig roast
- July 28 and Aug 18 – Wind Creek Casino
- Aug 3 – Pocketbook Bingo
- Aug 9 – Murder Mystery
- Aug 16 – Chinese Auction

#### **Entertainment - Michele Murphy, GerryLynn Haak**

- Michele will update and send the Entertainment and Events calendar to the Property Manager who will then send it out to the Board of Directors

#### **Sewer - Robert Personette**

- Sewer is running well for the season
- Still waiting on the back-up computer which will serve as a back-up for the system when the power goes out

#### **Maintenance – Thomas Miller, Brian Fitzpatrick**

- Preparing the grounds for the in-season
- Working in the gym, replacing the floor, removing equipment that does not work

#### **Land-Use: Brian Fitzpatrick, Patricia Carey**

- We had a Land use meeting
- 36 properties currently in violation on the Land Use Report
- Office will work on contacting POs and updating report

#### **By-Laws – Patricia Carey, Lori-Ann Kinney-Bush**

- New By-Laws Committee to be formed
- Kevin Dille, Lori-Ann Kinney-Bush, Joann Pollack, and Patricia Carey from the BODs will be on the Committee along with the Property Manager, Office Staff and some Property Owners who are in good standing
- First meeting to be held in June

#### **Personnel Policy – Patricia Carey, Kevin Dille**

- New Personnel Policy now in effect
- Was handed out and signed by all employees

#### **Contracts - Kevin Dille, Thomas Miller**

- All contracts are up to date
- No new contracts at this time

Executive Session opened/closed – Regular Session opened

**New Business:**

Lot 2223 Deeded back their property. Lot has been sitting empty a long time, per Maintenance can't be sewerred. Recommendation would be to turn the lot into green area.

**MOTION:** by Brian Fitzpatrick for Lot 2223 to become green area.

**SECOND:** GerryLynn Haak **VOTE:** All in favor

**MOTION:** by Brian Fitzpatrick to add Lori-Ann Kinny-Bush to all bank accounts.

**SECOND:** Michele Murphy **VOTE:** All in favor

**MOTION:** by Gerrylyn Haak to remove Meaghan Harrington from all TE bank accounts

**SECOND:** Lori-Ann Kinny-Bush **VOTE:** All in favor

**Old Business:**

**MOTION:** by GerryLynn Haak to accept the terms as discussed in executive session for the sale of 5722.

**SECOND:** Lori-Ann Kinny-Bush **VOTE:** All in favor

**NEXT MEETING:** April 12, 2025 at 9AM in the Board Room all invited to attend

**MOTION:** by Michele Murphy to close the meeting

**SECOND:** GerryLynn Haak **VOTE:** All in favor

**Meeting adjourned @ 12:15pm**

Respectfully submitted,

*Victoria Matassou*

Assistant Property Manager  
Shohola Falls Trails End POA