



SHOHOLA FALLS

Trails End Property Owners Association

190 Shohola Parkway South, PA 18458

Phone: 570-296-8542

Website: www.trailsend.org

A Camping Community

Board of Directors Meeting

January 17, 2026

10:00 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, January 17, 2026, at 10:00 A.M.

ROLL CALL

Officers' Present:

President – Jo-Ann Pollack

Vice President – Kevin Dille

Treasurer – Lori-Ann Kinney-Bush

Secretary - GerryLynn Haak

Members Present:

Thomas Miller

Michele Murphy

Robert Personette

Brian Fitzpatrick

Patricia Carey

Iris Altreche

Others Present:

Mike Chlebowski, Homeland Security

Derrick Cahill, Lieutenant, Homeland Security

Attorney Woodrow Martin – Richard B. Henry & Assoc.

Sherry Ranaudo, Property Manager

Victoria Matassov, Asst. Property Manager

President Pollack called the meeting to order at 10:15 A.M. Called for a motion to approve October 18, 2025, minutes with 2 corrections.

MOTION: by Kevin Dille to accept October 2025 minutes with 2 corrections

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

Board member seat election:

The board will remain in current positions

- **MOTION:** by Thomas Miller to keep everyone in the same positions
SECOND: Michele Murphy **VOTE:** All in favor

Ballots for Board members to remain in current positions

Joann Pollack – President

Kevin Diller – Vice President

Lori-Ann Kinney-Bush – Treasurer

Gerrylyn Haak – Secretary

Office Report - Sherry Ranaudo – Property Manager

- Office is running well
- Updated Enumerate system to the New Year for 2026
- 121 billing statements recently mailed out for mailbox fees, citations and back dues balance
- 23 property owners have signed up for the Grievance meeting scheduled for May 2026
- 15 letters mailed out for Land use violations
- Website is up and running
- IRIS notification system is doing well we are getting good feedback from property owners
- Work force job fair is scheduled for 4/7 which TE will be participating in
- Dues raffle tickets for 2027 were ordered and received

Security Report – Mike Chlebowski – Chief Homeland Security

- Perm count: 1 lot over 180 days, 5 lots approaching, 3 lots we're observing
- 16 Incidents since last meeting
- 15 citations
- 1 verbal warning
- 56 lots with Bear damage all documented with pictures
- Need another camera in the upper pool fence area set up on the roof with motion

Legal Report – Attorney Martin

- Received signed retainer
- Working on 2 deed backs for TE

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

- November's report shows that 94% of current dues were collected; 97% prior dues collected
- December's report shows that 113% of current dues were collected to budget and 123% prior
- Our yearly fee for our accountant went up to \$800.00
- Motion to pay the bills

MOTION: by Kevin Dille to pay the bills

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

Rules Enforcement – Robert Personette, Kevin Dille

- Scheduled grievance meeting May 24th, 2026

Concession/Kitchen/Bar – GerryLynn Haak, Michele Murphy

- The liquor license is taken out of safekeeping 30 days before opening
- Applications started coming in for next season
- Next season for the kitchen we need to purchase a second fryer and a bigger stovetop
- We may need to hire a private company to clean the kitchen

Recreation - Patricia Carey, GerryLynn Haak

- This year the theme is the 250th Anniversary of America
- For Saturday, July 4th it was suggested we have a firework show. The office will need to contact A. M. Skier insurance and the Shohola Fire Dept. to see if Trails End is allowed to do that.

Entertainment - Michele Murphy, GerryLynn Haak

- Reaching out to the Entertainment to complete the schedule for next season

Sewer - Robert Personette

- No problems running fine

Maintenance – Thomas Miller, Brian Fitzpatrick

- Painting the Game room and Clubhouse
- There is a beaver problem in Twin Ponds, a local trapper will trap the beavers and relocate them
- Maintenance will dig the beaver dam, remove the dead trees and revitalize the area in time for the season
- Maintenance to purchase a 3-phase diesel commercial generator to run the wells when the power goes out
- Security needs a generator for power outages'

MOTION: by Thomas Miller to purchase a standby generator for security

SECOND: Kevin Dille **VOTE:** All in favor

Land-Use: Brian Fitzpatrick, Patricia Carey

- 15 letters were mailed out for violations
- 5 complied, 1 disconnected, 8 remain open, 1 locked out
- 46 total lighting violations, 26 replied, 20 no contact

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

- 11 members confirmed on the By-laws committee, e-mail was sent to all
- Our first zoom meeting will be in February to go over the by-law sections 1-4
- We need to have 3 consecutive meetings according to the by-laws

Contracts – Kevin Dille, Thomas Miller

- Renewed our contract with Casella Waste Management taking the 5-year auto renewal out after this year it will be month to month.
- A. M. Skier contract renewal coming next week

Executive Session opened/closed – Regular Session opened.

New Business:

2026 Meeting Dates

January 17, 2026, 10am

February 2026, No meeting

March 21, 2026, 9am

April 18, 2026, 9am

May 16, 2026, 9am

June 20, 2026, 9am

July 18, 2026, 9am

August 15, 2026, 9am

September 19, 2026, 9am

October 17, 2026, 9am

November 2026, No meeting

December 5, 2026, 10am

- **MOTION:** by Kevin Dille to authorize Brian Fitzpatrick to sell the maintenance truck on consignment.
SECOND: Gerrylynn Haak **VOTE:** All in favor

Old Business:

- As of January 1st for Land use violations if we do not hear from the PO within 20-30 days of violation there will be a \$25.00 per day assessment fee added to PO account
- We have been in contact with C Alley Cats of Wallenpaupack, and they will help us trap the cats.

NEXT MEETING: March 21, 2026, at 9AM in the Board Room all invited to attend.

MOTION: by Thomas Miller to close the meeting

SECOND: Brian Fitzpatrick **VOTE:** All in favor

Meeting adjourned 1:45pm

Respectfully submitted,

Victoria Matasson

Assistant Property Manager