



SHOHOLA FALLS

*Trails End Property Owners Association*

190 Shohola Parkway South, PA 18458

Phone: 570-296-8542

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

*A Camping Community*

### **Board of Directors Meeting**

**March 21, 2026**

**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 21, 2026, at 9:00 A.M.

#### **ROLL CALL**

##### **Officers' Present:**

President – Jo-Ann Pollack

Vice President – Kevin Dille

Treasurer – Lori-Ann Kinney-Bush

##### **Officer's Excused:**

Secretary - GerryLynn Haak

##### **Member's Present:**

Thomas Miller

Michele Murphy

Robert Personette

Brian Fitzpatrick

Patricia Carey

Iris Altreche

##### **Others Present:**

Mike Chlebowski, Chief, Homeland Security

Attorney Woodrow Martin – Richard B. Henry & Assoc.

Victoria Matassov, Office Manager

President Pollack called the meeting to order at 9:05 A.M. Called for a motion to approve January 17, 2026, minutes.

**MOTION:** by Brian Fitzpatrick to accept minutes from January 2026

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

##### **Property Owner Time:**

- Lot# 4527 – PO mentioned that comfort station 8 is very messy the stalls are either broken or damaged in there. PO also mentioned there are exposed wires on the road on Shohola Parkway South with the snow melting the road was washed away exposing those wires even more. The board advised we call Maintenance to let them know about the wires on the road and comfort station 8.
- Lot# 4529 – PO attended the Budget meeting in October they wanted to know if there was any follow-up or comments after the meeting. The board explained that everything from the budget meeting was discussed and addressed after the meeting and at the next board meeting, we had.
- Lot# 2007 – PO just wanted to tell us that they had an emergency at their lot and Maintenance immediately came and resolved the issue working for 3 days straight to get it done. PO wanted to Thank security as well for making them feel safe having a female officer on duty.

### **Office Report - Sherry Ranaudo – Property Manager**

- Dues are being collected, IRIS notification sent out a reminder that dues are due by April 30<sup>th</sup>
- Games removed from the game room will be getting new ones
- Maintenance currently painting game room
- Trails End Audit was conducted by our Accountant, waiting on results
- Annual audit on our Workers Compensation with AM Skier completed, waiting on results
- The second By-Laws meeting was held, the next meeting is to be scheduled
- Work Force Job Fair is April 7<sup>th</sup>, Trails End will be participating

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

- 4 Incidents since last meeting
- 2 citations
- Alarm issues with Vector have been resolved
- 7 snowstorms with Ice this year, no damage
- Updating cameras on property
- Radar guns calibrated
- Gate issues have all been fixed
- Getting ready for the season

### **Legal Report – Attorney Martin**

- Nothing new

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

- January’s report shows that 38% of current dues were collected; 47% prior dues collected
- February’s report shows that 48% of current dues were collected; 63% prior dues collected
- Looking at adding more money into ICS account
- Motion to pay the bills

**MOTION:** by Patricia Carey to pay the bills

**SECOND:** Iris Altreche **VOTE:** All in favor

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

- Scheduled grievance meeting May 24<sup>th</sup>, 2026
- We will have to have 2 meetings for Grievance, the other possible date is May 30<sup>th</sup>, 2026

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

- Getting ready for the season
- Re-painted the clubhouse and added a new TV
- Applications for Seasonal staff are coming in
- New Fryers are not needed, everything works fine, they just need to be cleaned

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

- Working on the calendar for the events in the Spring mailing
- We are now selling tickets for Jason Aldean at Bethel Woods

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

- All booked for the season
- Fridays DJ, Saturdays Band
- 2 new bands this year

**Sewer - Robert Personette**

- Running well
- In May we will increase the volume of bacteria to keep the flow

**Maintenance – Thomas Miller, Brian Fitzpatrick**

- Getting ready for the season
- Painting the Game room and Clubhouse
- Clean and paint the comfort stations
- Cleaning Twin Ponds area

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

- No new violations
- 20 total violations, 4 resolved

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

- So far, we have had 2 by-laws meetings
- We have suggested changes to go over for approval

**Contracts – Kevin Dille, Thomas Miller**

- Working on getting a quote from Strand Pool for a Handicap Chair lift with Installation for the lower pool.

Executive Session opened/closed – Regular Session opened.

**New Business:**

- The Donohoe Family sent a Thank you to Trails End for the Funeral flowers
- Swim Team Champs will possibly be hosted by Trails End this year
- Twin Ponds area damaged by the beavers. The office called Joe, the owner of Pest & Wildlife Control. He is local and does beaver trapping in the area. Joe will provide the board with an estimate for trapping the beavers.

**Old Business:**

- C Alley Cats of Wallenpaupack has been here 3 times to trap the cats. They were able to trap 9 cats, 6 of them were already fixed. They kept 3 of the cats and released the rest back to TE.

NEXT MEETING: April 18, 2026, at 9AM in the Board Room all invited to attend.

**MOTION:** by Brian Fitzpatrick to close the meeting

**SECOND:** Iris Altreche **VOTE:** All in favor

**Meeting adjourned 12:45pm**

Respectfully submitted,  
*Victoria Matasson*  
Office Manager