**July 22nd, 2017**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting in the Association Office on Saturday, July 22nd, 2017 at 9:00a.m.

**ROLL CALL**

**ROLL CALL:**

**Officers Present**

President – Thomas Miller

Vice President – Jo-Ann Pollack

Treasurer – Lori Ann Bush

**Members Present**

Iris Altreche

Patricia Carey

Vinny D’Eusanio Jr.
Michele Murphy
Robert Personette

**Officers Absent**Secretary – GerryLynn Haak

**Others Present**

Mike Cheblowski, Chief Homeland Security
Richard Henry, Attorney

Maegan Herington, Office & Personnel Mgr.

Kellyanne Spinning, Property Mgr.

President Miller called the meeting to order at 9:00a.m. Called for a motion to approve the June 2017 minutes.

**MOTION:** by Jo-Ann Pollack to accept the June 2017 minutes. **Second:** Lori Ann Bush **Abstain:** Michele Murphy and Robert Personette **Vote:** All others in favor

**Property Manager’s Report**Kellyanne Spinning, Property Manager

* Approx. the same amount of PO’s were on property Fourth of July weekend as 2016. Some security matters incurred but overall the weekend was a success
* Doug Maynard from Game Time came out June 29th to inspect the damage to the playground structure which was struck by a vehicle on June 25th. The pieces which need to be replaced have been ordered but will not be in until the beginning of August. Game Time will being doing the install on the replacement pieces
* We looked into setting up emergency text notifications but it was deemed too costly at this time – we will do more research to see if there is a less expensive company to go with
* The permanent resident which was reported on at the last meeting has since left property
* Water Usage – Everyone has copies of the water usage. Over the last month and a half the wells have pumped an average of over 158k gallons per day which is higher than this time last year. Maintenance has been working to find and fix water leaks as fast as possible.
* Pools - The dept. of health came in to inspect the pools. No major issues were found and the pools remained open. We just had minor violations which were repaired. The re-inspection will be done mid to late July. The swim lane at the lower pool was installed. The feedback has been positive.
* I need a motion to renew the liquor license. Changes will have to be made to add the new board members Patty Carey and Vincent D’Eusanio Jr. to the license.

**MOTION:** by Michele Murphy to renew the liquor license. **Second:** Jo-Ann Pollack VOTE**:**  All in favor

* We have filed for and received our 2017 retail food license for concession.
* 2017 Election – Meet the Candidates will be held tomorrow at the Hillside Chapel at 1pm. The election ballots will be going out next week
* Projects – The guardhouse is currently under construction. We hope to have the project finished up as soon as possible. Steps were added to the gazebos in front of the clubhouse for easier access. Also the handicap pool chair was installed as well.

**Office Manager’s Report**

Maegan Herington, Office & Personnel Manager

* As of July 22, 2017 we have collected approx. 95% of current Dues – approx.
* As of July 22, 2017 we have collected 30% of prior Dues
* Lot 4312 Sold – it was a Land Company lot sold directly through the office
* Finalized the first TE Land Company Mortgage since allowing mortgages again in 2015
* 6 lots have defaulted on the 2017 Payment Arrangements
* We have received the 2016 Corporate Tax return for the Land Co. it needs to be signed and mailed out. Our auditor Bill Owens will be at the August meeting. He was scheduled to come out but had to postpone due to family matters
* The team benches were installed at the sports complex
* We have had several employees resign or quit this past month in maintenance and the café/bar. There are ads posted and we are conducting interviews. You may see some new faces around soon.
* Hired a new Concession Manager and several new bartenders this past week
* Will be conducting staff meetings this coming week with the seasonal staff to review any changes that have occurred recently and going over new procedures going forward

**Security Report**

Mike Cheblowski, Chief Homeland Security

* Someone vandalized the new gazebos – we have video coverage – looking into who did it
* Several stop work orders have been written for PO’s building without permits
* One incident occurred where someone was target shooting at a property neighboring Trails End and a stray bullet hit a trailer. The state police are handling the matter

**Legal Report**

Richard Henry, Attorney

* Nothing new to report at this time

**Treasurer’s Report**Lori Bush, Treasurer –

* Asked for a motion to pay the bills

**MOTION:** by Jo-Ann Pollack to pay the bills. **Second:** Michele Murphy VOTE**:**  All in favor

**Rules Enforcement Committee**

Robert Personette & Vincent D’Eusanio

* There is a meeting today directly following the board meeting

**Concession/Bar**

Jo-Ann Pollack, GerryLynn Haak, Michele Murphy –

* Concession is doing well
* We are about $3,800 ahead at concession and about $3,700 ahead at the bar

**Recreation/Entertainment**
Michele Murphy -

* Sunset Sounds will be playing tonight for the Adult Night at the clubhouse
* Neil Diamond is August 5th
* The comedy show is still coming up on August 26th – new comedians in the
* The Pig Roast was a success
* Family Fun Day is today at the ballfield

**Maintenance**

Jo-Ann Pollack & Thomas Miller -

* Working on the guard house
* 11 hydrants have been replaced over the last several weeks

**By-Law Committee**

Lori Bush & Patricia Carey

* Changes are all completed
* The committee would like to present them to the board to review

Executive Session opened at 11:40am – Regular Session opened at 1:45pm

**MOTION:** by Jo-Ann Pollack to allow any Trails End property backing up to commercial land to put up a privacy fence after getting approval from the office. **Second:** Michele Murphy VOTE**:**  All in favor

**MOTION:** by Lori Ann Bush to accept the payment arrangement for lot 5738. **Second:** Iris Altreche VOTE**:**  All in favor

**MOTION:** by Michele Murphy to donate up to $350 for the Swim Team to purchase the meat for Swim Champs. **Second:** Jo-Ann Pollack VOTE**:**  All in favor

**MOTION:** by Lori Ann Bush to close the meeting at 2:11pm. **Second:** Iris Altreche VOTE**:**  All in favor

Respectfully submitted,

Maegan Herington