**May 20th, 2017**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting in the Association Office on Saturday, May 20th, 2017 at 9:00a.m.

**ROLL CALL**

**ROLL CALL:**

**Officers Present**

President - Thomas Miller

Vice President - Jo-Ann Pollack

Secretary - GerryLynn Haak

Treasurer - Lori Ann Bush

**Members Present**

Iris Altreche

Patricia Carey

Vinny D’Eusanio Jr.

Michele Murphy

Robert Personette

**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 March 2017 Minutes.

**MOTION:** by Lori Ann Bush to accept the March 25th, 2017 minutes. **Second:** GerryLynn Haak **Vote:** All in favor

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

* There is one lot approaching 180 days – the PO was contacted he said he would be leaving on the 180th day
* The Upper Pool will be open Memorial Day weekend – it has been cleaned, filled and tested.
* The Lower Pool will be open for the season June 24th
* The wells have pumped approx. 92k gal/day over the last 30 days.
	+ This is a significant increase from this time last year. However, as noted on the well count they used well #3 to fill the upper pool.
* The 2016 audit is just about wrapped up
* The liquor license was successfully retrieved from safe keeping and the bar will be open Memorial Day weekend
* The dump is currently open Wed, Sat. & Sun 8:30 – 3:30
* The library and fitness center are open for the season now - 7 days a week 9am – 5pm
* The Happenings will be available online Thursday afternoon with hours for the holiday weekend
* The new playground structure has been installed and the new merry-go-round has been ordered and should be delivered by the end of June
	+ Due to safety concerns installation of the new merry-go-round will not occur until fall.
* Sod was purchased and put down in front of the clubhouse – 2 gazebos have also been ordered and should be here next month, they are going in front of the clubhouse
* The handicap pool chair has been ordered and will be installed the beginning of next month
* Comfort Station #4 – renovations are just about complete and it will be open by Memorial Day weekend
* Tuleya refrigeration was in to service our coolers, freezers and AC units in the clubhouse. One of the standup freezers in concession were repaired but it should be replaced after this year
* Steve Petroglia came in this week and for insect control in the Trails End buildings and Chuck Weber who does our Gypsy spraying is scheduled to come out the first full week of June weather permitting

**Office Manager’s Report**

Maegan Herington, Office & Personnel Manager

* As of May 20th, 2017 we have collected approx. 91% of current dues
* As of May 20th, 2017 we have collected 23% of prior dues
* 10 Repos were purchased to date - $100,000 each – one more than purchased last year
* 276 letters went out to POs owing full 2017 dues last month
* 34 letters went out to POs owing partial amounts
* We have approx. 78 disconnects this month from those 310 letters that went out last month
* The new Personnel Policy is in effect – it has been reviewed with all the full-time employees and will be given out to all new and returning employees this year
* Sports complex: curb was taken off of the basketball court, the bocci ball court is completed, the hydrant is in and the workout pad is done as well. The company that did the work is coming back out to re-seal and put some screened fill in the back for underneath the volleyball court – maintenance will be constructing the volleyball court
* Basketball Team – sign-up sheets went out with the Spring Mailing
* Lot 4638 has sold - the closing will be June 3rd and another offer was given yesterday on lot 911 Walnut. A counteroffer was put in, waiting to hear back from the realtor
* Seasonal Staff has been called to confirm who has been hired back or newly hired for the season – they will be starting Memorial Day weekend. We are still looking to fill a few seasonal positions for maintenance, cooks, and lifeguards – jobs are posted on the website and online (indeed.com)
	+ Kim – the bartender will be back by Fourth of July weekend And Maureen will be up mid-June. Debbie, the game room attendant, will be working Memorial Day weekend but she will not be working the rest of the summer.
* Emily D’Luew from Pike County Workforce has been in touch we have requested 2-3 seasonal employees who will work in the maintenance dept - One will be the compactor attendant
* 25 Payment plans were set in place – 2 defaulted on their first payments

**Security Report**

Mike Cheblowski, Chief Homeland Security

* Several properties were found with open doors – investigation found weather to be the cause
* Simplex Tech – was on property this week to get a quote together for updating the computer software at the gatehouse
* Cameras were installed at the bar and comfort station #4
* Radar guns were calibrated for the year
* Getting info on when/where we can hold a CPR course for all TE employees
* Issues with PO’s peeling barcodes off their cars and using them as handheld barcodes –will mention in the Happenings – this is not allowed, citations will be issued

**Legal Report**

Richard Henry, Attorney

* No new legal matters to report

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

* Asked for a motion to pay the bills

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

**Rules Enforcement Committee**

Bob Personette & Vincent D’Eusanio

* Meeting today following the Board meeting (2pm)
* There will be a meeting held in June – date is to be determined

**Concession/Bar**

Jo-Ann Pollack, GerryLynn Haak, Michele Murphy –

* Orders have been placed and deliveries will begin next week for all the food and beverages
* Pepsi has installed their equipment (soda guns) in the bar
* A Sirius Satellite radio was purchased for the bar and will be installed this week
* Carrie, the concession manager and bartender has been working in the clubhouse this past week setting-up for the holiday weekend
* A preliminary copy of the concession menu has been printed for review

**Recreation/Entertainment**
Michele Murphy & GerryLynn Haak -

* Looking into bringing back the Labor Day Carnival this year – cost is approx. $3,000
* The clubhouse will hold: Taco Tuesday, Wing night Wednesday, Burger Night (Fridays), movies in front of the clubhouse will be held on Tuesday nights again as well
* The entertainment schedule is booked for the season
* Tickets for Hello Dolly (the Broadway play) and Luke Bryan (Bethel Woods concert trip) will be on sale at the game room starting Memorial Day weekend
* Sip-n-Paint and Weight Watcher meeting sign-ups will also begin Memorial Day weekend – stop in the office to sign-up for those two events

**Maintenance**

Jo-Ann Pollack & Thomas Miller -

* Three (3) hydrants have been replaced and 20’ of water main was also replaced
* The speed bumps have been installed through-out Trails End. New ones are located at the intersection Clubhouse and Shohola Parkway, Shohola Parkway South and on Shohola Parkway by Well #5
* Road painting has been completed for the year

**Land Use & Development**

Lori Bush & Iris Altreche

* Letters have been going out to property owners
* Security is doing a great job going around and locating Land Use issues

**By-Law Committee**

Lori Bush & Patricia Carey

* Getting ready to forward the By-Law changes from the last meeting to Attorney Henry for review

Executive Session opened at 10:30am – Regular Session opened back up at 11:25am

**MOTION:** by Lori Ann Bush to approve the payment plan for lot 4627. **Second:** Michele Murphy VOTE**:**  All in favor Abstain: Thomas Miller

**MOTION:** by Jo-Ann Pollack to close the meeting at 11:27am. **Second:** GerryLynn Haak VOTE**:**  All in favor

Respectfully submitted,

Maegan Herington