**December 9th, 2017**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting in the Association Clubhouse on Saturday, December 9th, 2017 at 10:00a.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.  
Robert Personette

**Members Absent**

Michele Murphy

**Others Present**

Mark Christie

Richard Henry, Attorney

Kelly Spinning, Property Mgr.

Mike Cheblowski, Chief Homeland Security

President Miller called the meeting to order at 10:00a.m. Called for a motion to approve the October 21, 2017 minutes.

**MOTION:** by Lori Ann Bush to accept the October 2017 minutes. **Second:** Patty Carey **Vote:** All others in favor

**REORGANIZATION**

President Miller turned the meeting over to Attorney Henry to swear in Mark Christie and to conduct officer elections for 2018. Effective date for the change in officers is January 1st, 2018.

**MOTION:**  by Tom Miller to retain the 2017 officers for 2018

Attorney Henry – Secretary to cast a single ballot for the retention of the entire slate of board of directors for 2018.

* Thomas Miller - President
* JoAnn Pollack – Vice President
* Lori Bush - Treasurer
* GerryLynn Haak - Secretary

**2018 Committees**

Tom Miller, President

* Suggested Mark Christie to go to Rules Enforcement and move Vincent D’Eusanio Jr. to contracts *Discussion Held.*
* Will revisit committees at the January 2018 Meeting

**Property Owners’ Suggestions/Questions**

Lot#4513 Thomas Cusack – Why are Rules Enforcement meetings private and not open to property owners to view? *Discussion held.*

* Rules Enforcement meetings are not open to property owners to ensure the respect and privacy of the person grieving. You are allowed to bring in witnesses. The Committee is made up of property owners who decide the case

**Property Manager & Office Manager Report**Kelly Spinning, Property Manager

* Everyone has copies of the water usage in their folders. Fixing water leaks has brought our daily average down from over 136,000 gallons a day to just over 75,000 gallons a day
* Outside renovations of the guard house are complete. The new flag pole has been installed at the front gate
* Work is continuing at the Sports Complex and Well #2, bladder tank replacement
* November 8-10 maintenance removed hoses and fittings from 134 hydrants. 36 lots were fined
* Comfort Stations 2 & 12 have been winterized and are closed for the season. The remax trailer, Ballfield Building and teen center have all been winterized as well
* Maintenance replaced 15’ of water main, 11’ of lateral lines, 7’ of sewer main and 1 hydrant.
* AM Skier and Brown & Brown insurance will be here next week. Working on quotes for 2018 Association Insurance coverage
* Blue Ridge Cable came to our office last week regarding a switch to their phone service from Verizon. This switch could save Trails End several thousand dollars a year. We will have more definitive figures in the coming weeks
* Peggy from Remax will be here today to go over the realty contract for 2018
* Attorney Henry has sent us his 2018 retainer for review and approval. His cost for 2018 will be $12,000
* The liquor license has been put in safe keeping until Spring 2018
* The dump closed for the season. The last day open was November 29th
* Dues billing was mailed out November 10th
* As of November 30th we have collected 100% of current years dues and 60% of prior years dues.
* As of today we have collected $170,000 of 2018 Dues

Thomas Miller received a phone call from a property owner regarding a blue tarp on his trailer.

*Discussion held*. Issue tabled.

**Security**

Mike Cheblowski, Chief Homeland Security

* 101 citations YTD, compared to 89 in 2016
* 2 stop work orders
* 1 alarm call
* Found a lot with open doors and broken windows. Lot has been on lock out since 2009
* Tree fell by Comfort Station #12

**Legal Report**

* Nothing new to report at this time

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

* On target. Asked for a motion to pay the bills

**MOTION:** by Gerrylynn Haakto pay the bills. **Second:**  Jo-Ann Pollack **VOTE:**  All in favor

**Rules Enforcement Committee**

Bob Personette

* Done for the year – will continue April 2018 – Four hold overs from 2017

**Concession/Bar**

Jo-Ann Pollack, GerryLynn Haak–

* Concession grossed $91,971 with a profit of $15,264 in 2017.
* The bar grossed 31,706 with a profit of $16,735 in 2017

**Entertainment**

GerryLynn Haak –

* Preparing for the New Year’s Eve Party
* Ron Capichana will DJ
* 32 people signed up as of today – Doors open at 8pm – It will be catered
* Advertised on the website, office and front gate
* 2018 Recreation Calendar should be ready in April

**Sewer**

Bob Personette -

* Need to work on the infrastructure and purchase a ground truck for the maintenance dept.

**Maintenance**

Thomas Miller -

* Sports complex to be completed by Memorial Day
* Touch up sod in front of clubhouse
* Keeping up with Twin Ponds
* Re-open the goldfish pond
* Removal of 20 trailers this winter

**Land Use**

Iris Altreche –

* Land Use Violation Monthly Report:
  + 1st letters sent – 22
  + 2nd letters sent – 1
  + Violations on hold – 5
  + Violations complied with – 13
  + No fines imposed

**Contracts**

Thomas Miller, Lori Ann Bush –

* 2018 Legal Retainer

**Motion:** by Bob Personette to approve Richard Henry’s Legal Retainer for 2018 **Second:** Lori Ann Bush **Vote:** All in favor

* Remax Contract
* 40 lots were sold 9 of which were owned by Trails End Land Co in 2017
* Request to extend length of contract to 2 years? Approved

**Motion:** by Lori Ann Bush to approve 2018 Remax contract **Second:** GerryLynn Haak **Vote:** All in favor

* Garbage Contract
* County Waste is charging Trails End as discussed
* Garbage removal is done in a timely fashion
* No issues reported from maintenance

**Clubhouse –**

Thomas Miller -

* Moving forward on the building fund
* Need to look into better long term investing options

11:13am Executive Session – Regular Session opened at 1:08pm

**2018 Board Meeting Schedule**

January 20th – 10am

March 24 – 9am

April 21st – 9am

May 19th – 9am

June 9th – 9am

July 28th – 9am

August 18th – 9am

September 15th – 9am

October 20th – 9am

December 8th – 10am

**MOTION:** by Jo-Ann Pollack to close the meeting at 1:15pm **Second:** GerryLynn Haak **VOTE:**  All in favor

Respectfully submitted,

Kelly Spinning