**May 19, 2018**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting in the Association Office on Saturday, May 19, 2018 at 9:00a.m.

**ROLL CALL**

**ROLL CALL:**

**Officers Present**

President – Thomas Miller

Vice President – Jo-An Pollack

Secretary – GerryLynn Haak

Treasurer – Lori Ann Bush

**Members Present**

Iris Altreche

Patricia Carey

Vinny D’Eusanio Jr.
Robert Personette

Michele Murphy

**Others Present**

Kelly Spinning, Property Mgr.

Sally Weidner, Office Manager

Mike Cheblowski, Chief, Homeland Security

Christopher Conklin, Homeland Security

President Miller called the meeting to order at 9:10a.m. Called for a motion to approve the April 21st, 2018 minutes.

**MOTION:** by Lori Ann Bush to accept the April 2018 minutes. **Second:** Iris Altreche **Abstain:** Jo-Ann Pollack **Vote:** All in favor

**Property Owner Time –**

* Dorothy Russell Lot# 2909 – Having rain water run off issues since a neighbor altered their property. Brought reports from an engineer and contractor. Would like association to take steps to help solve the issue
* Office will make copies of property owners documents and look into matter

Marielena Hawkes Lot# 1140 – Purchased lot at Repository Sale. Lot was originally on list to be cleaned by Trails End. Since the purchase the lot was removed from the list. Is there anything the Association can do?

* + Since ownership has changed Trails End will not put lot back on the clean-up list.

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

* The spring newsletter was mailed May 10th. Included in the mailing were dues raffle tickets, basketball signup slips and information sheets.
* The Burn Ban was lifted last weekend
* The permanent resident from last month did leave Trails End
* The office reached out to several banks to open a long term savings account. Currently Wayne Bank is offering a 24 month Building Block CD with an interest rate of .4% which was double the interest rates for other Savings Accounts from other institutions. Will need a motion to open CD
* Will need a motion to add Sally Weidner to the Trails End Bar/Rec and checking bank accounts
* 27 Payment plans requested, 1 defaulted and 1 paid in full
* Bill Owens will be here today at 1130am to go over the 2017 audit
* The first quarter audit of 2018 was done on May 4th. The Audit came back clean. Everyone has a copy of the report in their folders
* Everyone has copies of the water usage in their folders. Over the last month we averaged 106k gallons a day. This is an increase from last year however the upper pool was filled
* The new Trails End can koozies, license plate frames, stickers and magnets are for sale in the office
* The Trails End license plates are to be here before the holiday
* A new maintenance person was hired, working out well
* Lifeguards, concession and bar staff are scheduled for the holiday weekend. This year we are welcoming a new bartender, Skylar as well as welcoming back Shirley and Kim
* Upper pool has been cleaned and filled. Will be open Memorial Day weekend
* Lower pool will open the end of June.
* All coolers, freezers, A/C units and ice machines have been serviced
* An ice machine and one cooler needed maintenance
* One thermostat had to be replaced
* The library and fitness center are now open for the season 7 days a week 9am – 5pm.
* Wi-Fi in the clubhouse is on.
* The Happenings will be available online Thursday May 24th
* Maintenance has completed work at the sports complex
* The office deck was replaced
* Picnic table boxes were built in front of the clubhouse
* 76 lots who owe the full amount for 2018 have been disconnected
* 13 lots owing partial amounts are slated to be disconnected this coming week
* 5’ of lateral line was replaced and 4 hydrants were replaced

**MOTION:** by Lori-Ann Bush to add Sally Weidner to the Trails End POA Bar/Rec and AP checking accounts as an authorized signer. **SECOND:** Iris Altreche **VOTE:** All in favor

**Security**

Mike Cheblowski, Chief, Homeland Security –

* Citations for the month of April – 3 Stop Work Orders, 3 Speeding, 1 Failure to Stop and 4 compactor violations
* Citations are up 2 from last year
* Everything is going well ahead of the season

**Legal Report**

Nothing at this time

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

* On target
* 2 Repos purchased for August
* 91% current year dues collected
* 92% prior year dues collected

**MOTION:** by Gerrylynn Haakto pay the bills. **Second:** Patricia Carey **VOTE:**  All in favor

**Rules Enforcement Committee**

Bob Personette –

* Meeting scheduled for June 3rd with 6 property owners grieve
* May add more depending on how many on hold for July

**Concession/Bar**

Jo-Ann Pollack & GerryLynn Haak –

* Food is ordered
* Concession and bar will be open Memorial Day weekend
* Concession will be open weekends through June
* Bar will be open Fridays and Saturdays through June

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

* Set for Memorial Day Weekend – Saturday Night Hot Traxx 9pm-2am and Sunday Night One Way Sounds 9pm-1am
* Entertainment for the season is booked
* Adam Grabowski from Americas Got Talent is booked for the comedy night
* Tickets for The Bronx Tale and the concert to Bethel Woods to see Lady Antebellum will be on sale Memorial Day Weekend
* Coming in a little under budget for the entertainment line
* Looking into theme nights

Patricia Carey asked if we needed a motion to remove the liquor license from safe keeping since we made one to put it in

* + Yes, we do make a motion to take the license out of safe keeping but it was not done at the last meeting. The license needed to be taken out in order to have it for the holiday weekend

**Sewer**

Bob Personette –

* Met with contractor at sewer plant – copies of his proposal are on the table
	+ *Discussion Held*
* Will get bids for mechanical drawings and excavation
* Work could start as early as August
* Will utilize back gate for trucks to enter community
* A construction loan will be needed to pay for the building
	+ *Discussion Held*

**MOTION:** By Bob Personette to approve Kelly Spinning to shop for a loan of $225,000 for the sewer plant building **SECOND:** Michele Murphy **VOTE:** All in favor

**Maintenance**

Thomas Miller –

* Employee BBQ at the Maintenance shop June 23rd
* Hot dog cart has been updated with new parts
* Flowers and flags are out
* Getting ready for the holiday weekend

**Land Use**

Iris Altreche –

* 4 – 1st letters

4 – 2nd letters

1 – Holds

0 – Fines

7 – Complied

**By-Laws –**

Patricia Carey & Lori-Ann Bush –

* Agenda sent out
* *Discussion Held*
* Want to add term limits to the President position
* Overhaul election section
* Review changes made to community management section

**2017 Audit Review –**

Bill Owens, Accountant –

* Dues reflected on a cash basis
* The operating account ended the year with $255198. Land Co. ended with $41608 for a total of $296806
* Prepaid expenses totaled $29000
* $52000 was reimbursed from capital to operating
* Capital Reserves had restricted cash of $202646 and CD’s of $291784 totaling reserves of $494430 up from $436904 in 2017
* Labilities are comparable to last year
* Reduced $39233 in outstanding debt in 2017
* Operating and Land Co. revenue in 2017 was $2493274 with expenses
* Surplus of $84,981 before depreciation
* Overall Trails Ends financial position has strengthened over the last year
* Better for the community to use loans or mortgages instead of depleting reserves since the reserves aren’t as high as they could be

11:34am Executive Session – Regular Session opened at 12:41pm

President Miller called for a motion to accept the terms agreed upon in executive session for lots# 2415.

**MOTION:** by GerryLynn Haak **SECOND:** Michele Murphy **VOTE:** All in favor

President Miller asked for a motion to require two signatures on any cash received in the Association Office totaling more than $100

**MOTION:** by Patricia Carey **SECOND:** Jo-Ann Pollack **VOTE:** All in favor

* *Discussion Held regarding the collection of money in the game room*
* Implementing receipts for all cash received at game room and new procedures for event sign-ups

**Contracts –**

Vincent D’Eusanio Jr. -

* Electric contract ending the end of this year
* Mike DeCarlo our electric broker recommends to sign onto a plan sooner than later due to rising costs
* We are looking at a projected savings of $25000 with a 36 month term
* Contracts are fixed
* Will move forward with another 36 month term

**MOTION:** by Iris Altreche to close the meeting at 1:54pm **Second:** GerryLynn Haak **VOTE:**  All in favor

Respectfully submitted,

Kelly Spinning