**July 23rd, 2016 Minutes**

Shohola Falls Trails End Property Owners Association, Inc. held a Board of Directors meeting at the association office building on Saturday, July 23rd, 2016 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

Andrew Gleiss

Michele Murphy

Robert Personette

**Members Absent**

Vinny D’Eusanio

**Others Present**

Richard Henry, Attorney

Maegan Herington, Office Mgr.

Kelly Spinning, Property Mgr.

President Miller called the meeting to order at 9:00a.m. Called for a motion to approve the June 25, 2016 minutes:

**MOTION:** by Michele Murphy to accept the June 25th, 2016 Minutes **Second:** Robert Personette **Vote:** All in favor

**Property Owners**

* A PO requested the approval to hold a book signing in the clubhouse on 8/27/16 – Board approved.
* Lot 3630 – Asked the BOD to speak with them in executive regarding the adjoining lot, it is a TE Land Co. lot for sale

**LEGAL**

Richard Henry, Attorney

* Filled out the liquor license application online with Kelly Spinning and submitted it for approval
* Lot 925 is being transferred to a current PO – the transferee owns the neighboring lot

**Security Report**

Chief Mike Cheblowski, Owner Homeland Security

* Reports were made to security that someone is unplugging electric cords – it was said to be kids
* We have written 13 citations since the last report

**Property Manager’s Report**

Kelly Spinning, Property Manager –

* July 4th weekend - total of 661 lots were accessed with over 2,100 guests on property
* Concession grossed $6350.00 over the holiday weekend. Year to date concession has grossed just under $26,000. The feedback has been positive.
* The bar made just over $3400 over the holiday weekend which is right in line with what the bar made last year. We are also fundraising in the bar for the Make-A-Wish Foundation. For a $1 donation you can put your name on a paper beer mug which will be posted in the bar
* Wing Night has been a huge success for the concession and the bar. The numbers are steadily rising every week.
* Due to lack of turn out the bar is no longer open Sundays
* The Annual Pig Roast last weekend. Everyone seemed to enjoy themselves
* Water Usage – Everyone has a copy of the water usage from June 15th – July 15th. We are averaging 132k gallons a day which is approximately 41k gallons less than this time last year.
* 2016 Pike County Tax sale - will be September 21 in Milford.
	+ The complete list of properties up for tax sale has not been released
* Marathon – The online registration is up for the Trails End 5k run/ walk. You can register thru our website trailsend.org. We are also looking for volunteers and sponsors
* As everyone is aware we are able to build screened porches again. Our first one was completed and we are currently waiting on the CO. We have several more permits going thru
* On July 20th a property owner fell in their trailer. She was unable to get up and security was called to assist. The property owners came in to the office and commended Lt. Joe Brown and Chief Mike Cheblowski for their quick response and the care in which they handled the situation. A copy of their note is in everyone’s folder

**Office Manager’s Report**

Maegan Herington, Office & Personnel Manager

* As of July 20th, 2016 we have collected 95% of current Dues (2015: 94%)
* As of July 20th, 2016 we have collected 104.3% of prior dues (2015: 60%)
* Capital Reserves – a deposit of $17,000 was made (from the remaining monies in the Maintenance Mortgage) to reserves following the last meeting
* Land Co. lot 5220 sold for $5,500
* Excavator payments are to begin in August 2016
* Starting to review the 2017 Budget – 1st meeting will be announced next month
* Dues Raffle – we have collected approx. $2,500
	+ $2,573 is needed to cover the first, second, and third place winners all remaining proceeds will go to the Shohola Twp. Fire Dept.
* LT Verastros (one of our beer distributors) made new signs for the bar – with no charge to the POA
* Concession – the hot dog cart will start again this Saturday at the lower pool and will be open every Saturday afternoon for the season
* Recreation – the trip van was delivered and will be returned in the beginning of August
* The first Broadway trip was a huge success – there was quite the waiting list – so we are looking into making it a bus trip next year. The bus will run approx. $1,000
* Make-a-Wish has contacted Maureen, the recreation director, with our Make-a-Wish child. We will be donating to a 10 year old boy from Dingmans with a heart condition to make his wish come true
	+ The bar started collected Make-a-Wish donations too this year
* Personnel – Background checks were completed. Sterling Background Checks came on property to complete the necessary background checks needed by the state of PA
* Lifeguards have a meeting scheduled this coming Monday at 11:30am as a mid-season check-in meeting
* Board of Directors – there will be no election needed for the 2017 – 2019 term there were 5 seats available and only 5 qualifying candidates
	+ An election cost approx. $5,000

**Treasurer’s Report**

Lori Bush, Treasurer -

* Budget is on target

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

**Rules Enforcement Committee**

Bob Personette

* 5 Property Owners will be coming in for meetings today
* Community service is working great with the kids

**Bar/Concession**GerryLynn Haak, Jo-Ann Pollack, & Michele Murphy

* The bar is doing well – both bartenders are working out this season

**Recreation/Entertainment**
Michele Murphy and GerryLynn Haak

* Basketball is taking off even better than anticipated
* There is an adult night tonight – must be 18 or older to be in the clubhouse
* The comedy show and dinner will be August 27th – the main contact from the group of comedians coming out will be coming in for a meeting

**Sewer**

Bob Personette –

* Everything is running good at the sewer plant – no major incidents to report
* The assistant sewer plant operator is now studying for his operator license tests

**Maintenance**

Jo-Ann Pollack -

* This past week alone maintenance has located 7 water leaks
* A leak in the area of well 4 was fixed yesterday requiring over 35’ of lateral line to be replaced on Shohola Pky S
* Currently - Owego Lane has a large leak being fixed which should be completed today.
* In addition over the past month, 10 hydrants were replaced; 57’ of lateral line and 85’ of sewer line were also replaced.

**Land Use & Development**

Iris Altreche & Lori Bush

* Letters sent out to property owners:
	+ 10 letters sent to POs’ for their first notification of a violation
	+ 4 letters sent to POs’ for their second notice of a violation
	+ 7 Lots have contacted us and their violations were put on hold until they come up for the season
	+ 4 lots have complied
	+ Several lots were fined
* Multi-cultural night collected over $200 for Make-a-Wish

10:32am Executive Meeting - Regular Session opened at 4:00pm

**MOTION:** by GerryLynn Haak to close the meeting at 4:15pm. **Second:** Bob Personette VOTE**:**  All in favor

Respectfully submitted,

Maegan Herington