

Pocono Pines Community Association, Inc.
Board of Directors Meeting Minutes
Saturday, January 11, 2020
As CORRECTED

Call to Order – The meeting was called to order at 9:30AM by Community Association Manager Wendi Freeman. Board Members present were John Alexander, Nancy Dressel, Gale Smith-Gosser, Steve Harker, Tom Hasselmann, Dominic Parisi and Fred Tomlinson. Also present was Community Manager, Wendi Freeman and Lake Naomi Club General Manager Robert Jones.

- I. **Election of 2020 PPCA Officers** – Wendi Freeman requested Nominations for the 2020 PPCA Board Officers. The following motions were made:
 - On a motion made by Nancy Dressel, seconded by Dominic Parisi, all were in favor of Steve Harker to be the 2020 PPCA President.**
 - On a motion made by Steve Harker, seconded by Tom Hasselmann, all were in favor of Nancy Dressel to be the 2020 PPCA Voice-President.**
 - On a motion made by Dominic Parisi, seconded by Gale Smith-Gosser, all were in favor of Nancy Dressel to be the PPCA 2020 Treasurer.**
 - On a motion made by Steve Harker, seconded by Dominic Parisi, all were in favor Gale Smith-Gosser to be the PPCA 2020 **Secretary**.**

- II. **Approval of Minutes** - **On a motion made by Nancy Dressel, seconded by Tom Hasselmann, all were in favor of approving the October 12, 2019 PPCA Meeting Minutes with one correction. The spelling of Gale Smith-Grosser's name was typed incorrectly in paragraph 2.**

- III. **President's Report** – The Board was updated on the Trustee meeting. The Club is moving forward with the construction for the new tennis building, running approximately 10 days behind schedule due to the Township's third-party building codes officer holding up the required inspections. The structure is currently under roof and the windows are in. The mechanical installations will be next once the building inspector clears the next step. The club has begun interviewing for the 2020 Tennis Pro position and has narrowed the search to two applicants.

- IV. **Old Business**
 - **Financial Reports/Collection Report** – The Board reviewed the third quarter financial statements. The PPCA had revenues of \$1,284,115. Expenses were \$1,097,207. For a positive variance of \$186,908. On a motion made by Gale Smith-Gosser, seconded by John Alexander, all were in favor of accepting the financial statements as presented. The Board also reviewed the aged receivable and Wendi provided updates on the collection accounts as of the end of the third quarter and the end of 2019. As of December 31, 2019, there were 64 PPCA Members (4%) delinquent on their PPCA fees. 49 of those (3%) owe for more than 1 year. Collections efforts will continue. The

Board discussed a request from the daughter of PPCA member 1728A, who has been submitted to the attorney for collection. Claiming that her father, the deeded owner of record has been ill for several years and she has now taken over his affairs. She requested that the Board consider a reduction in the Late Fees that have accrued on the account for payment in full. The Board agreed to a credit of half the late fees and the principle in full. The owner will be notified.

- **Resale Certificates** - The Board reviewed the resale certificate list as of December 31, 2019. AS of that date, there were 135 resale Certificates prepared. 118 of those sales had closed, and 17 deals fell through.
- **Septic Maintenance Program** – Data is still being compiled. An updated report will be given at the next PPCA meeting.
- **Code of Conduct Violation Update** – None to report at this time.

V. **New Business**

- **Governance** - The Directors reviewed the new proposed Governance structure as provided by the Lake Naomi Club. Further discussion ensued. The PPCA agreed to approve the first two motions as provided by the Club based on review by counsel and auditors subject to the TTCA agreeing to the same. Once the TTCA has reviewed same and made their decision, the plan will be sent to attorney/auditors for review.
- **2020 Meeting Dates** – The Board reviewed the PPCA Meeting Dates as presented by Managements. The meeting dates were approved.

VI. **Adjournment** - With there being no further business to discuss, the meeting was adjourned at 11:45AM. The next meeting of the PPCA Board of Directors is scheduled for Saturday April 11, 2020 at 9:30am. NOTE – Due to the outbreak of the COVID-19 Pandemic, this meeting was cancelled and rescheduled for Saturday, May 16, 2020 at 10:00AM.

Respectfully Submitted,

Wendi Freeman, CMCA, PCAM
Association Manager
Pocono Pines Community Association