

**Timber Trails Community Association**  
**Board of Directors Meeting**  
**January 30, 2021**

**Call to Order:** The January 30, 2021 meeting of the Timber Trails Board of Directors was called to order by Community Manager Wendi Freeman at 9:34 am via Zoom. Board Members present were Dan Bernheim, Dave Carbone, Rick Metzger, Connell McGill, Robert Ray, Barry Trachtenberg, and Joe Varacalli. Also, in attendance was TTCA Manager Wendi Freeman and LNC General Manager Robert Jones.

**TTCA BOD Reorganization:** Wendi called for nominations for the 2021 Board Officers. On a motion made by Dan Bernheim, seconded by Barry Trachtenberg, all were in favor of Rick Metzger for 2021 TTCA Board President. On a motion made by Rick Metzger, seconded by Connell McGill, all were in favor of Joe Varacalli for Vice President. On a motion made by Connell McGill, seconded by Joe Varacalli, all were in favor of Barry Trachtenberg for Treasurer. On a motion made by Dan Bernheim, seconded by Joe Varacalli, all were in favor of Dave Carbone for Secretary.

**Close of TTCA Annual Meeting:** The Board reviewed the results of the 2020 Board of Director's Election. The candidates were Helen Davis, Ellen Nathan, George Radoczy, Barry Trachtenberg, and Joe Varacalli. The TTCA mailed 516 ballot envelopes, each containing 2 ballots. The TTCA received 200 ballot envelopes to count, 3 of those were disqualified. The two candidates receiving the highest number of votes were Barry Trachtenberg and Joe Varacalli.

**Approval of Minutes:** November 21, 2020 Business Meeting - On a motion made by Joe Varacalli, seconded by Barry Trachtenberg, all were in favor of approving the meeting minutes of November 21, 2020 with no corrections.

**Presidents Report:** Rick Metzger updated the Board regarding the most recent BOT Meeting. The Community center was closed due to a COVID positive employee and is now back open. The BOG approved an outside firepit event at the beach with social distancing recommendations. The Tobyhanna Township Supervisors continue to discuss their short-term rental ordinance however no final progress has been made.

**Old Business:**

- **Financial Report** - The Board reviewed the presented financial statements as of December 31, 2020. The statements will be sent to the auditors for review in the next few months. Connell asked LNC CFO Laurie Germino if there was a time estimate for the audit completion this year. Laurie stated that the target was to be completed by July.
- **Operating Account** - The balance sheet indicated assets totaling \$446,477, and liabilities totaling \$68,539. Assets include cash in bank, the Annual Assessment Receivables, prepaids and intercompany funds that are due from other entities. The liabilities included accounts payable, monies due to the Lake Naomi Club for contractual expenses and capital reserve, and accrued expenses for anticipated expenses for which the monthly bills had not yet arrived.

The Board also reviewed the P&L report with budget comparison as of December 31, 2020. Revenues including annual assessments, income from bar code stickers, late fees and dispatching fees totaled \$1,104,975 on a budget of \$1,103,368. Expenses totaled \$1,042,299 on a budget of \$1,103,368. Snow plowing and ice control was considerably under budget due to a light winter. Snowplowing and ice control were considerably under budget due to light winter and will contribute to the TTCA ending 2020 with a surplus which has been estimated and rolled into the 2021 Operating Budget

- **Contingency Fund Account** - The balance sheet indicated assets totaling \$125,049, and liabilities totaling \$0. Assets include cash in bank.

The Board also reviewed the Contingency Fund P&L report as of December 31, 2020. Revenues included \$514 in interest income.

- **TTCA Capital Reserve Fund Account** - The balance sheet indicated assets totaling \$158,678, and liabilities totaling \$0. Assets include cash in bank.

The Board also reviewed the TTCA Capital Reserve Fund P&L report as of December 31, 2020. Revenues included \$997 in interest income. The amount transferred into the account from operating funds as per the approved 2020 budget was \$113,000. The 2020 TTCA Paving Project totaled \$285,986.

**On a motion made by Rick Metzger, seconded by Connell McGill, all were in favor of accepting the financial statements as presented.**

- **Collection Report** - The Board reviewed the collection report as of December 31, 2020. At this time there are 3 TTCA Members that have not paid their 2020 TTCA Assessment. 1 of those Members owe only for 2020, 1 Member owes for 2019 and 2020, and 1 owes fees for several years and has been submitted to the attorney for collection. Club Packets will not be distributed to any TTCA Member that is not current with their Timber Trails assessments. Dan Bernheim will check with the TTCA Attorney Nick Haros on the status of the collection efforts with account number T624 who is past due several years and request/review a bringdown search.
- **Sales Data** - The TTCA reviewed the sales data as of 12/31/2020 for TTCA. Timber Trails reported 68 resale certificates as of 12/31/2020, averaging approximately \$400,000. The highest sale currently is a home on Leatherstocking at \$960,000, and the lowest \$165,000 on Old Creek Path.
- **Short Term Rental Discussion** - The Board tabled discussion of Short-Term Rentals to executive session.
- **Garbage Update** - County waste continues to not finish all the TT Route on Mondays. Their explanation to the delays continues to be staffing and illness related to the COVID-19 pandemic. Management is managing it best they can by eblasting the information and helping with missed stops.
- **Code of Conduct Enforcement Update** - None

**New Business:** None at this time.

**Adjournment** - The TTCA Board of Directors adjourned the business meeting at 11:30am. The next meeting of the TTCA Board of Directors is scheduled for Saturday, May 15, 2021.

Respectfully Submitted,

Wendi Freeman, *CMCA, PCAM*  
Association Manager  
Timber Trails Community Association