

Pocono Pines Community Association, Inc.
Board of Directors Meeting Minutes
December 11, 2021
As corrected, Board Motion 1/29/2011, Approved

Call to Order – The meeting was called to order at 8:30AM by PPCA President Steve Harker via Zoom and in person at the Administrative Office. Board Members present were John Alexander, Clark Chandler, Mike Christian, Nancy Dressel, Steve Harker, and Fred Tomlinson. Also present was Community Manager, Wendi Freeman,

I. **Approval of Minutes** –

- **October 23, 2021, Business Meeting Minutes** – Minutes were tabled and approved 12/18/2021 via email. All were in favor.

II. **President's Report** – Steve updated the Board regarding the previous Trustee meeting and as he is retiring from the PPCA Board, will provide to the PPCA a written list of action items that are not yet complete for Board focus in 2022. Steve thanked the Board for their support and wished them well with future endeavors.

III. **Old Business**

- **Collection Report** – The PPCA Board reviewed the collection data as of 11/30/2021. The data reports that there are currently 54 PPCA Member out of the 1751 billed unpaid at this time. 23 of those owe only for 2021, 6 owe for 2020 and 2021, 1 owes for 3 years, 5 owe for 4 years and 19 owe for 5 plus years. Past due accounts will be sent to the collection agency or attorney for further collection effort.
- **Resale Certificates** - The Board reviewed the resale certificate list as of December 7, 2021. As of that date, there were 172 resale Certificates prepared for PPCA properties, and 33 for TTCA properties. As the resales prepared for 2020 totaled 321, adding the 170 for total new homeowners since the beginning of 2021, there is now in excess of 500 new homeowners in the LN-TT Community since the beginning of the COVID-19 pandemic. The Board asked Management how many of those have joined the Club at the October Meeting and that data is now included on the collections report.
- **Septic Maintenance Program** – Due to other demands on the staff, the septic report needs to be updated and the inspection reports from the last few months entered. Wendi reported that a ballpark for compliance rate is around 86% but will continue to get the files updated and a report to the Board. All new Members are notified in the Resale Certificate prior to closing if the septic on the property they are purchasing has not been pumped or inspected as per the PPCA plan to monitor septic health.
- **Code of Conduct Violation Update** – No update at this time.
- **STR Survey Update** – The Survey has been sent to the Membership. Management will update the Board throughout the process.
- **ARC Standards & Requirements Re-Write/Update of Document** – No update at this time.
- **PPCA Member Portal** – The PPCA Board has requested that a separate portal/forum area for PPCA issues be created separate from the Lake Naomi Club. The LNC is currently preparing a new website version to be implemented in 2022 and it has been confirmed by NorthStar that the Associations can have a separate area to be secured by PPCA Member Password. Further discussion will be necessary when the new web site goes live regarding how to make all PPCA

Members aware of their PPCA Membership number that will be needed to gain access. Management will provide further information to the Board.

IV. New Business

- **Review of Board Applications & Interview Schedule** – The PPCA Board received 17 applications, including one incumbent for the 3 Board seats available, including a 1-year term (left vacant by Director Steve Harker) and two 3-year terms. The Board interviewed 7 of the applicants this date and the remainder on Monday 12/13/21. One application was withdrawn prior to the interview process. On Monday 12/13/21 after the remaining interviews the PPCA Board discussed all candidates as each had something to offer as a Director. The Board narrowed down the applicants to fill the available positions. **All were in favor of: Clark Chandler, Incumbent – 3-year term, Ann Lazarus, 3-year term and Todd Gelb 1 year term. The Board will contact all applicants with their decision and appreciation.**

Adjournment – With there being no further business at this time, the meeting and interviews were adjourned at 8:57 PM. The next meeting of the PPCA Board of Directors is to be announced. (Later scheduled for January 29, 2021)

Respectfully Submitted,

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

Code of Conduct Revision Committee:

John Alexander
Tom Hasselman
Steve Harker

STR Committee: (revised Monday, January 17, 2022 at Joint STRS Review Meeting)

Mike Christian
Nancy Dressel
Ann Lazarus

LNC/PPCA Service Agreement Committee:

Mike Christian
Nancy Dressel
Steve Harker

ARC S&R Re-Write Review Committee (Need to appoint replacement for TH)

Tom Hasselmann
Nancy Dressel