

Pocono Pines Community Association, Inc.
Board of Directors Meeting Minutes
Saturday, May 1, 2021
Approved PPCA BOD July 31, 2021

Call to Order – The meeting was called to order at 9:35AM by PPCA President Steve Harker. Board Members present were John Alexander, Clark Chandler, Mike Christian, Nancy Dressel, Steve Harker, Tom Hasselmann, and Fred Tomlinson. Also present was Community Manager, Wendi Freeman and Lake Naomi Club General Manager Robert Jones.

I. **Approval of Minutes** –

- **December February 13, 2021, Business Meeting Minutes - On a motion made by Tom Hasselman, seconded by John alexander, all were in favor of approving the February 13, 2021, Business Meeting minutes with one correction. "1" needs to be added to Old Business, line 8 after \$28,05.**

II. **President's Report** – President's comments were made during discussion of Agenda Items.

III. **Old Business**

- **Financial Reports/Collection Report** – The Board reviewed the March 21, 2021, Financial Statements. As of 3/31/20021 The PPCA had assets of \$1,603,089. including cash balances, accounts receivable less allowance for bad debt and prepaid insurance. The PPCA 3/31/2021 liabilities totaled \$893,630. including monies due to LNC for Capital Reserve, less the allowance for those unpaid and monies due to LNC for Contractual Services. The 3/31/2021 P&L included revenues totaling \$1,393,853. including assessment revenue, resale certificate revenue and income from fines. The expenses totaled \$857,166. (in line with budget). The PPCA Contingency Fund has a balance of \$192,242 and no expenses as of 3/31/21. It is the Boards goal to fund the Contingency Reserve to \$500,000 based on the cost to clean up the ice storm in 2005.
- **Collection Report** – The PPCA Board reviewed the collection data as of March 31, 2021. The data reports that there are currently 628 PPCA Member out of the 1751 billed unpaid at this time. 582 of those owe only for 2021, 14 owe for 2020 and 2021, 3 owe for 3 years, 9 owe for 4 years and 20 owe for 5 plus years.

The Board, having previously approved a Collection Process Policy was given a report that as per the Policy, all unpaid PPCA Members had been sent statements and a reminder letter reminding them that as of June 1, 2021, as permitted by the PPCA By-Laws, all unpaid accounts would begin to be assessed a one-time yearly collection fee of \$50, and a 1.25% late fee monthly on the balance due.

- **Resale Certificates** - The Board reviewed the resale certificate list as of April 27, 2021. AS of that date, there were 58 resale Certificates prepared for PPCA properties, and 5 for TTCA properties. As the resales prepared for 2020 totaled 321, adding the 63 for total new homeowners since the beginning of 2021, there is approximately 384 new homeowners in the LN-TT Community. The Board asked Management how many of those have joined the Club. Management will provide the Board the information. Resale numbers have taken a very sharp increase since the beginning of the Covid-19 pandemic and it appears that trend will continue.

- **Septic Maintenance Program** – No report at this time.
- **Code of Conduct Violation Update** – Wendi reported that the rental homes on Trout Court and Sweet Briar continue to be an issue. Both properties have received fines for their conduct issues.
- **STR Committee Meeting Update** – The PPCA STR Committee, comprised of Mike Christian, Nancy Dressel and Clark Chandler, met with the TTCA STR Rental Committee regarding the hiring of an outside firm to survey the PPCA and TTCA Membership regarding their property usage, their thoughts regarding short term rental usage and the possibility based on that data of amending the PPCA and TTCA deed covenants to regulate short term rentals in the communities. On a motion made by Steve Harker, seconded by Mike Christian, all were in favor of requesting RFP for this service.

IV. New Business

- **Committee to Review LNC Contacted Service Agreements with the TTCA** – The PPCA Board appointed Mike Christian, Nancy Dressel and Steve Harker to review, update and amend as necessary the current Services Agreement with the Lake Naomi Club. To provide for continuity between the Club and both PPCA and TTCA, the committee will work with the representatives of the TTCA Board to complete this process.
- **Community Issues – Dog Debris** – The Board discussed the member complaints regarding dog debris being left on the roads. Wendi will send an eblast to draw attention to being respectful and cleaning up after your dog.
- **Annual Meeting Venue** - The Board discussed the Annual meeting venue, virtual via zoom as was done last year or in person. The Board discussed and decided that a Zoom Meeting reaches more PPCA Members based on the participation data. The 2021 PPCA Annual Meeting will be held Saturday, July 31, 2021, at 10:00AM via Zoom.

Adjournment – With there being no further business at this time, the meeting was adjourned at 11:33 am. The next meeting of the PPCA Board of Directors is scheduled for Saturday July 31, 2021, at 8:00AM.

Executive Session – The Board met in executive session for approximately 30 minutes to discuss ongoing Association litigation.

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:

Clark Chandler
Mike Christian
Nancy Dressel
Fred Tomlinson

LNC/PPCA Service Agreement Committee:

Mike Christian
Nancy Dressel
Steve Harker