

Pocono Pines Community Association, Inc.
Board of Directors Meeting Minutes
October 29, 2022
9:30am Administrative Office
Approved 12/10/2022 with corrections (typos)

Call to Order – The meeting was called to order at 9:30am by PPCA President Nancy Dressel. Board Members present were John Alexander, Clark Chandler, Nancy Dressel, Anne Lazarus and Fred Tomlinson. Mike Christian and Todd Gelb were not able to attend the meeting but provided comments prior. Also present was Community Manager, Wendi Freeman and Lake Naomi Club General Manager Robert Jones and LNC CFO Laurie Germino.

1. Approval of Minutes –

- A. Minutes from July 30, 2022, PPCA Board Meeting: **On a motion made by Anne Lazarus, seconded by Clark Chandler, all were in favor of approving the minutes of July 30, 2022, with one correction, a typo in the financial section. Also, on a motion made by Anne Lazarus, seconded by Clark Chandler, the financial statement summary as reviewed by the Board will be attached to the meeting minutes.**
- B. Minutes from October 6, 2022, PPCA Board Meeting: **On a motion made by Anne Lazarus, seconded by Clarke Chandler, all were in favor of approving the minutes of October 6, 2002, with one correction (wordsmithing, Number 3. Old Business).**

2. Presidents Report – PPCA President Nancy Dressel reported on items from the most recent Trustee Meeting including an update on the Club's budget process and an update on the Pickleball Project.

3. Old Business

- **PPCA Financial Report** – The PPCA Board reviewed the presented financial statements as of August 31, 2022. The PPCA Operating Balance sheet indicated assets in total of \$474,458. This included \$382,099 cash in the bank and receivable net of allowance in the amount of \$91,819. PPCA Operating Liabilities totaled \$105,651, including fees due to LNC as per the 2022 Operating Budget. The PPCA Operating P&L indicated Revenues through 8/31/22 in the amount of \$1,396,709, and expenses as of 8/31/2022 in the amount of \$1,168,405, which is in line with the PPCA 2022 Operating Budget. A summary copy of the Balance Sheet and the P&L were presented to the Board, and **on a motion by Ann Lazarus, seconded by Clark Chandler, the summary will be posted to the web site as part of these minutes.**
- **Collection Report** – The PPCA Board reviewed the collection data as of 9/30/2022. The Data showed that as of 9/30/2022, 1694 PPCA members had paid their 2022 PPCA Assessment. Of the 60 PPCA Members unpaid as of 9/30/2022, 43 are improved properties and 17 are unimproved properties. Of the 60 unpaid, 32 owe for only 2022 fees. The remainder are considered delinquent and collection actions are being taken.
- **PPCA Sales Data** – The PPCA Board reviewed the recent resale report. The report showed that PPCA has provided 71 Resale Certificates to date.
- **PPCA Septic Program Update** – Tabled.
- **STRS Committee Update** – No update at this time. Attorney Sugarman is still reviewing PPCA and TTCA Documents.
- **PPCA Revised Code of Conduct 2023** – At the last meeting of the PPCA Board, the Board approved the Revised Code of Conduct to Attorney Haros for review. Management had a last-minute item to discuss, and the Revised Code of Conduct was again presented to the Board. The Board made a final determination of section K, Short Term Rentals. The Board voted

to rescind Section K, Short Term Rentals. On a motion made by Anne Lazarus, seconded by Fred Tomlinson, all were in favor of the revised Code of Conduct to be sent to Attorney Haros for final review. The new Code of Conduct will be announced to the PPCA in the Annual Billing Newsletter in January.

- **LNC – PPCA Service Agreement Update** – The final PPCA approved Service Agreement has been added back onto the Trustee agenda and it is expected that a joint meeting between the HOA's and the Club will be scheduled shortly. The Board requested a copy of the final be sent so the newer PPCA Board Members have a copy.

4. New Business

- **Budget Review and Approval 2023** – The PPCA Board received the proposed 2023 PPCA Budget prior to the meeting for review. The Board reviewed all line items and requested some adjustments. Management completed the adjustments to the budget and resent to the PPCA Board via email on November 8, 2022. The Board voted via email and were all in favor of the proposed PPCA 2023 Operating Budget. The fee will increase in 2023 in the amount of \$20, approximately a 3% increase.

Adjournment – With there being no further business at this time, the meeting was adjourned at 11:28am. The next business meeting of the PPCA Board of Directors is scheduled for December 10, 2022.

Respectfully Submitted,

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

Code of Conduct Revision Committee:

John Alexander
Nancy Dressel
Clark Chandler

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

Mike Christian
Nancy Dressel
Anne Lazarus

LNC/PPCA Service Agreement Committee:

Mike Christian
Nancy Dressel
Anne Lazarus

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

Nancy Dressel
Todd Gelb