

Timber Trails Community Association
Board of Directors Meeting
February 5, 2022
Approved April 23, 2022

Call to Order: The February 5, 2022, meeting of the Timber Trails Board of Directors was called to order by Community Manager Wendi Freeman. The meeting was held 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, LNC General Manager Robert Jones.

TTCA BOD Reorganization - Election of Board Officers: Joe Varacalli made a motion to elect Dan Bernheim for TTCA Board President, seconded by Bob Ray, all were in favor. Rick Metzger made a motion to elect Joe Varacalli for TTCA Vice-President, seconded by Dan Bernheim, all were in favor. Rick Metzger made a motion to elect Barry Trachtenberg for Treasurer, seconded by Joe Varacalli, all were in favor. Joe Varacalli made a motion to elect Dave Carbone as Secretary, seconded by Bob Ray, all were in favor.

Approval of Minutes: November 13, 2021, Business Meeting - On a motion made by Joe Varacalli, seconded by Connell McGill, all were in favor of approving the meeting minutes of November 13, 2021, with no corrections.

Approval of Minutes: November 13, 2021, Annual Meeting - On a motion made by Dan Bernheim, seconded by Joe Varacalli, all were in favor of approving the Annual meeting Minutes of November 13, 2021, with no corrections.

Presidents Report: Dan and Rick together reported on recent LNC business meetings.

Old Business:

- **Financial Report -** The Board reviewed the draft yearend financial statements as December 31, 2021:

TTCA Operating Fund: The TTCA Operating Balance Sheet of 12/31/21 showed total assets of \$463,754, including cash in bank, Accounts Receivable, allowance, and fixed assets. Liabilities totaled \$196,050, made of monies owed to LNC for Contractual expenses and total equity of \$267,704. The TTCA P&L showed total revenues of \$1,105,703. on a budget of \$1,104,867 for a positive variance of \$836. Revenues include Annual Assessments, Bar Code Stickers, Resale Certificates, Rental Property Registration Fees, Late Fee Income, and Dispatch income received from LNC, PPCA and Locust Lake POA. Expenses totaled \$1,135,477. On a budget of \$1,104,866. The total estimated (audit pending) deficit for TTCA Operating is \$29,774.

TTCA Contingency Reserve Fund: The TTCA Contingency Reserve Account Balance Sheet of 12/31/21 showed total assets of \$111,174, all cash in bank. There were no liabilities as of 12/31/21, and equity totaled \$111,174. The only revenue into this account for 2021 was interest income in the amount of \$189 and there were no expenses in 2021,

TTCA Capital Reserve Replacement Fund: The TTCA Capital Reserve Replacement Balance Sheet of 12/31/21 showed total assets of \$297,244, all cash in bank. The income to this account totaled \$155,000 transferred from operating as per the 2021 Operating Budget. There were no expenses to this fund for 2021.

- **Collection Report -** The Board reviewed the collection report as of 12/31/2021. At this time there are 3 TTCA Members that have not paid their 2021 TTCA Assessment. 1 of those Members owe only for 2021, 1 Member owes for 2020 and 2021, 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. The Board continues to monitor the property owner who is severely delinquent and has been

advised that a sale is again pending. The TTCA's next step in this process is to begin foreclosing proceedings.

- **Sales Data** - The TTCA reviewed the sales data as of 12/31/2021 for TTCA. Timber Trails reported 34 resale certificates issued as of 12/31/2021,
- **Garbage Update** - No update or issues at this time.
- **Code of Conduct Enforcement Update** - None.
- **STR Survey Committee Update** - The SRTS Committee is a joint committee between the PPCA and TTCA Boards, three members from each Board. The committee is reviewing the results of the survey and collaborating jointly with legal counsel to modify existing documents to better manage short term rental in the Community. It was reported that the Ordinance expected to be presented by Tobyhanna Township should be out by the end of February. The Tobyhanna Township Ordinance will greatly assist the Boards and STRS Committee move forward.
- **Services Agreement** - No update, still under attorney review on behalf of the LNC Trustees.
- **ARC S&R Rewrite Review Update** - tabled

New Business:

- **Reserve Projects 2022 and Review of 2022 Paving Bid:** The Board reviewed the information and approved management to submit RFPs to local Contractors to pave the following Roads in 2022:
 - Jim Bowie
 - Leatherstocking
 - Kit Carson
 - Tall Timber Lake Rd
 - Green Meadow Ct
 - Lake Path Way
 - Ruffed Grouse
 - Cumberland Rd
- **Correspondence from Owners:** The TTCA BOD received a letter from TTCA Member @TXXX regarding the cleanup of downed trees on Timber Trails green spaces: The Board discussed the letter and request and discussion ensued. Currently there is only funding in the Operating Budget to continue to maintain the Roadsides. Cleaning up downed debris is very costly and there are several greenspaces. The Board will continue to discuss this issue and assess the funding that will be necessary.

Adjournment - The TTCA Board of Directors adjourned the business meeting at 11:00AM. The next meeting of the TTCA Board of Directors is scheduled for Saturday, April 23, 2022, at 9:30AM. (Time later changed to 9:00AM).

Respectfully Submitted,
Wendi Freeman, CMCA, PCAM
Community Association Manager
Timber Trails Community Association