

Pocono Pines Community Association, Inc.
Board of Directors Meeting Minutes
February 4, 2023
9:30am Administrative Office
Approved April 19, 2023

Call to Order – The meeting was called to order at 9:30am by Acting PPCA President Nancy Dressel. Board Members present were Clark Chandler, Nancy Dressel, Todd Gelb, Anne Lazarus Carol Ann Parisi and Fred Tomlinson. Also present was Community Manager, Wendi Freeman and Lake Naomi Club General Manager Robert Jones.

1. 2023 Election of Officers:

- **On a motion made by Clark Chandler, seconded by Anne Lazarus, all were in favor of PPCA President 2023 – Nancy Dressel**
- **On a motion made by Nancy Dressel, seconded by Todd Gelb, all were in favor of PPCA Vice-President 2023 – Fred Tomlinson.**
- **On a motion made by Nancy Dressel, seconded by Todd Gelb, all were in favor of PPCA Treasurer 2023 – Clark Chandler.**
- **On a motion made by Nancy Dressel, seconded by Clark Chandler, all were in favor of PPCA Secretary 2023 – Todd Gelb.**

2. Approval of Minutes –

- A. Minutes from December 10, 2022, PPCA Board Meeting: **On a motion made by Anne Lazarus, seconded by Clark Chandler, all were in favor of approving the minutes of December 10, 2022, with no corrections.**

- 2. Presidents Report** – PPCA President Nancy Dressel reported on items from the most recent Trustee Meeting including an update the Pickleball Project and the Club's General Manage search.

3. Old Business

- **PPCA Financial Report** – The PPCA Board reviewed the presented financial statements as of December 31, 2022 which will now be sent to the auditors for audit. The PPCA Operating Balance sheet indicated assets in total of \$196,790. This included \$131,401. cash in the bank and receivable net of allowance in the amount of \$64,079. PPCA Operating Liabilities totaled \$47,944, including fees due to LNC as per the 2022 Operating Budget. The PPCA Operating P&L indicated Revenues through 12/31/22 in the amount of \$1,460,708., and expenses as of 12/31/2022 in the amount of \$1,395,099, 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 will be included as part of these minutes
- **Collection Report** – The PPCA Board reviewed the collection data as of 12/31/2022. The Data showed that as of 12/31/2022, 1707 PPCA members had paid their 2022 PPCA Assessment. Of the 47 PPCA Members unpaid as of 12/31/2022, 34 are improved properties and 13 are unimproved properties. Of the 47 unpaid, 25 owe 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 had provided 109 Resale Certificates at year end 2022 and had provided only 2 resale certificates as of February 4, 2023.
- **PPCA Septic Program Update** – The 2023 PPCA Septic reminder letters are being prepared and will go out as soon as possible.
- **STRS Committee Update** – The PPCA Board received the proposed amendment to the PPCA Deed Restrictions from Attorney Steven Sugarman. After review and discussion, **on a motion**

made by Anne Lazarus, seconded by Clark Chandler, all were in favor of the document provided by Attorney Sugarman titled "Second Amendment to Amended and Restated Declaration of Covenants, Restrictions and Easements".

- **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.
- **PPCA Proposed By-Law Amendment** – The Board discussed its plans to amend the PPCA By-Laws in 2024 to include election of PPCA Board Members. Currently PPCA Board Members are appointed by the Board of Trustees. Ann Lazarus will be preparing a draft version for review by the PPCA Board and Attorney Sugarman will be consulted. Preparation for the by-law amendment will be revisited after the deed restriction amendment has been decided by the Membership.

4. New Business

- **PPCA Board Member Appointment to fill Vacancy** – The Board is reviewing applications and will set a time for the interviews with the candidates. The next scheduled Board Meeting of the PPCA is Saturday April 8, 2023. That being a holiday weekend, the Board will reschedule to Saturday April 1, 2023, for the interviews and any other business that may be discussed.
- **ARC - Transfer of Deed Covenants/ARC Standards and Requirements to HOA Boards** – Currently the PPCA and the TTCA Deed Restriction enforcement lies with the Lake Naomi Club Board of Trustees as the Grantor of the Deed Restrictions as transferred to them by developer Logan Steele. Discussion has ensued regarding the proper entity to enforce the Deed Restrictions being the HOA Boards and not the LNC Board of Trustees. Discussions with Attorney Sugarman have begun regarding the assignment of the enforcement rights being transferred. The Board will have further discussion regarding this matter at their next meeting.

Adjournment – With there being no further business at this time, the meeting was adjourned at 11:27am. The next business meeting of the PPCA Board of Directors is scheduled for April 8, 2023. This meeting was later rescheduled to April 1, 2023 and April 19, 2023.

Respectfully Submitted,

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

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