

Pocono Pines Community Association, Inc.
Board of Directors Meeting Minutes
December 6, 2023
7:30PM Via Zoom
Board Approved 2/10/2024

Call to Order – The meeting was called to order at 7:33PM by PPCA President Nancy Dressel. Board Members present were Clark Chandler, Nancy Dressel, Todd Gelb, Carol Ann Parisi, Jason Sickle and Fred Tomlinson. Also present was Community Manager, Wendi Freeman and Lake Naomi Club General Manager Jeff West.

1. Approval of Minutes –

A. Minutes from October 28, 2023, PPCA Business Board Meeting: The Board reviewed the minutes of October 28, 2023. The Board suggested that further information on the budget approval was needed, and the minutes were tabled for revision. **(The Board meeting minutes were revised and resent to the PPCA Board via email on December 7, 2023. Via email, the PPCA Board was all in favor of approving the revised meeting minutes with no further corrections or revisions.)**

2. Presidents Report – PPCA President Nancy Dressel reported on items from the most recent Trustee Meeting including the expected Club dues increase for 2024.

3. Old Business

- **PPCA Financial Report** – The PPCA Board reviewed the financial statements for the Operating and Contingency funds as of October 31, 2023. The PPCA Operating Account currently has assets in the amount of \$396,810, including cash in the bank and the receivable. Liabilities totaled \$59,895, due to Lake Naomi Club for Contracted Services, for a total Equity of \$336,915. The P&L showed income in the amount of \$1,498,783 including PPCA Member Assessments, Late Fees, Fines Billed and Interest Income. Expenses as of October 31, 2023 totaled \$1,284,892 on a budget of \$1,297,477. The PPCA is currently running under budget. The contingency fund has had no activity in 2023 and the balance is currently \$217,100. The PPCA Board accepted the October 31, 2023 financial statements unanimously.
- **Collection Report** – The PPCA Board reviewed the collection data as of November 30, 2023. The data showed that as of 11/30/2023, 1706 of the 1754 PPCA members had paid their 2023 PPCA Assessment. Of the 48 PPCA Members unpaid as of 11/30/2023, 34 are improved properties and 14 are unimproved properties. Of the 48 unpaid, 20 owe only 2023 fees. The remainder are considered delinquent and collection actions are being taken.

The Board discussed 5 of the delinquent accounts that were sent to the attorney for collection regarding repayment terms. The Boards response to

each account will be forwarded to the collection attorney. There is a possibility of 2 of the delinquent accounts that are considered unbuildable to be offered to the PPCA for Deed back in lieu of foreclosure. **On a motion made by Anne Lazarus, seconded by Clark Chandler, all were in favor of appointing Jason Sickle and Clark Chandler to a committee to review deed back requests as they are presented by the attorney to then make a recommendation to the Board. All were in favor of this motion.**

- **PPCA Sales Data** – The PPCA Board reviewed the recent resale report. The report showed that as of this date, PPCA had provided 88 Resale Certificates. 7 of those sales fell through, 3 are pending and 78 are closed.

4. New Business

- **Board Candidate Interviews** – At the end of 2023 the Board Seats of Nancy Dressel, Carol Ann Parisi and Fred Tomlinson will expire. All three incumbents have expressed to the Board the willingness to serve another term, and the Board also received 2 new applications. The Board interviewed the 2 new candidates. From 8:15 to 8:25 the 4 Members of the PPCA Board that were not expiring met in executive session to discuss the 5 candidates for the 3 available seats. The 4 PPCA Board Members unanimously chose the following PPCA Members to serve a three year term beginning 2024 through 2026: Nancy Dressel, Benjamin Bender and Carol Ann Parisi. At the end of 2024 the terms of Clark Chandler and Anne Lazarus will expire. The Board will accept new applications for review in October 2024.
- **2024 Meeting Dates** – The Board reviewed the proposed 2024 meeting dates and were in favor.

Adjournment – With there being no further business at this time, the meeting was adjourned at 8:31PM. The next business meeting of the PPCA Board of Directors is scheduled for Saturday, February 10, 2024, 9:30AM at the Administrative Office.

Respectfully Submitted,

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