

Pocono Pines Community Association, Inc.
Board of Directors Meeting Minutes
November 9, 2024, cont'd 11/21/2024
Admin Office & Zoom
Approved December 14, 2024

Call to Order – The meeting was called to order at 9:30AM by PPCA President Nancy Dressel. Board Members present were Clark Chandler, Nancy Dressel, Carol Ann Parisi, Enola Royce and Jason Sickle. Also present was LNC Strategic Manager and Laurie Germino, LNC CFO. Wendi Freeman, Community Manager, Anne Lazarus and Ben Bender were unable to attend the meeting. This meeting was continued to November 21, 2024 in order to further review the 2025 Operating Budget.

1. **Approval of Minutes** – Minutes from July 27, 2024, PPCA Business Board Meeting: The Board reviewed the minutes of July 27, 2024. **On a motion made by Nancy Dressel, seconded by Clark Chandler, all were in favor of approving the Minutes with one correction in section 1, typo (follow s/b following).**
2. **Presidents Report** – PPCA President Nancy Dressel reported on items from the most recent Trustee Meeting. Some discussion items included how the Club will manage credit card usage and fees and also the status on the new walking trails that the Club is installing.
3. **Old Business**
 - **PPCA Financial Report** – The PPCA Board reviewed the financial statements for the Operating and Contingency funds as of September 30, 2024. The PPCA Operating Account currently has assets in the amount of \$486,137, including cash in the bank and the receivable. Liabilities totaled \$67,417, due to Lake Naomi Club for Contracted Services, The P&L showed income in the amount of \$1,567,399 including PPCA Member Assessments, Late Fees, Fines Billed and Interest Income. Expenses totaled \$1,288,969 on a budget of \$1,334,931. The contingency fund balance is currently \$254,129, balance including the 2024 transfer of \$35,000 per the 2024 PPCA Budget. There is currently no expenses expected to the Contingency fund. The PPCA Board accepted the September 30, 2024, financial statements unanimously.
 - **Collection Report** – The PPCA Board reviewed the collection data as of October 31, 2024. The data showed that as of 10/31/2024, 53 Members were unpaid for 2024. Of the 53 PPCA Members unpaid as of 10/31/2024, 40 are improved properties and 13 are unimproved properties. Of the 53 unpaid, 25 owe only 2024 fees. Collection efforts are ongoing.
 - **PPCA Sales Data** – The PPCA Board reviewed the recent resale report. The report showed that as of this date, PPCA had provided 97 Resale Certificates.
 - **Septic Maintenance Program** – The PPCA discussed the Septic Maintenance Program, a second reminder letters have begun to go out for those due for inspection in 2024 as soon as possible.
 - **Update Transfer of ARC/Covenants Enforcement** – The PPCA Board of Directors has received the draft of the new ARC S&R's. The Board will review and plan to meet on

January 2025 to begin the process of review and revision. Management will continue to work with Attorney Sugarman on the transfer of the enforcement rights.

- **Tri-Party Agreement** – The Tri Party Agreement was approved by the PPCA previously. The Club's attorney is currently reviewing on behalf of the Club. An update will be provided when available.
- **Board Review – Code of Conduct**
- **Community Clean Up** – Tabled to next meeting.

4. New Business

- **2025 PPCA Operating Budget Review** – The Board discussed the proposed 2025 budget and the 2023 Audited surplus in the amount of \$53,000. The Board decided to transfer \$35,000 from the 2023 surplus to the Contingency Reserve. The Contingency Reserve currently has a balance of \$254,000, adding the \$35,000 will bring the balance to \$289,000. The Board approved the remaining \$18,000 surplus to be used to offset the 2025 Operating Expenses on the 2025 Operating Budget. Management will make the adjustments as discussed with the Board and will approve the final budget at the December Meeting.
- **Review of 2024 Expiring Board Seats** – The Board reviewed the Board Roster and the seats held by Anne Lazarus and Clark Chandler will expire at the end of 2024. The Board also received one application for the PPCA Board from PPCA Member Number xxxx. Both incumbents are seeking another term. The Board discussed the 3 applicants and voted unanimously to appoint both Anne Lazarus and Clark Chandler to another 3-year term.

Adjournment – With there being no further business at this time, the meeting was adjourned on 11/21/2024 at 7:30PM. The next business meeting of the PPCA Board of Directors is scheduled for Saturday, December 14, 2024.

Respectfully Submitted,

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