

THE BLUE MOUNTAIN LAKE CLUB

Board of Directors – Meeting Highlights

Date: May 9, 2015

Club House 9:00AM

1. Call to Order – by Gary Smith at 9:05AM

- a. Attendance: Gary Smith, Vince Ricci, Ernie Hayfield, Steve Melnick (Steve left the meeting at 11:15AM due to illness), Lynn Ball, Chip Callori, John Gumina

Others: Pat Briegel, Mary Ann Freeby

2. Review of Minutes:

- a. Vince motioned to approve the minutes from the April 11th meeting, second by Chip. All were in favor.
- b. Vince motioned to approve the minutes from April 18th special meeting with two edits, second by Chip. All were in favor.

3. Management & Committee Reports:

Cornerstone – Road shoulders have been installed, and await the type-3 bituminous coating. There are ongoing negotiations regarding remediation of areas of the paving between Popple and municipality.

Mt. View Deed - The deed for Mt View was delivered and recorded.

Brushy Mt/447 Intersection - Following complaints from community members, and our own observations confirming same, I have started dialogue with the municipality and Penn DOT to seek a temporary signal light at the intersection of Brushy Mt and 447 to help residents from our community make the turn out onto 447. The increased traffic from the bridge closure and restoration project has placed additional pressure on that intersection, and makes it difficult for safe travel there. I have already received support from our State Representative and local Penn DOT offices, who said they are looking into this matter.

Speed hump RFP – Attached is the completed RFP, It includes board approved specifications presented earlier this year. Contractors will be sought to provide lump sum pricing to complete the repairs.

Staff Continuing Education - PMA continues to pursue additional training and educational opportunities for its staff to expand their knowledge and, to strive to provide the best service possible.

On Monday, April 13, 2015, several staff members attended Fred Prior Career Track program on Managing Multiple Priorities, Projects and Deadlines. The course is offered as part of the Fred Prior Career Track program, a division of Park University. Their completion provided for six contact hours of continuing education units.

On April 30, PMA several staff members including Brianna, Candy and Mary Ann attended the second annual Community Association, 2015, with a focus on legal, collections, finance, reserve, insurance, engineering and architectural advice as it relates to HOA's in the Pocono Region. Presenters included Scott Miller CPA, CFE, CVA, Ed Hoffman, Jr. Esq., Julie McCormick, ARM and Matt Grobert, R.S.

Staff members have been invited to participate in emergency disaster training with Monroe County Emergency Services, scheduled for later this month. This program requires preregistration and competency evaluation as a prerequisite for participation.

Finance Committee – Attached see Cash Receipts and Disbursement reports for both Operating and Reserves accounts for April 2015. Draft 2014 audited financials were distributed to FC, and are available for Board, and report on collections will be presented. Review details of the Property Carbon County from collections attorney, and Owner request for a meeting with the Board in reference to her account.

Garden Club –

Bingo Club – Bingo Revenue Report and Funds Request - Date: 4/18/15

Attendees 15 @	\$10.00 ea.	\$150.00
Specials sold	various	<u>120.00</u>
Sub-Total		\$270.00
 <u>Donations</u>		
Food/Beverage		\$50.00
Dabbers		<u>0.00</u>
Sub-Total		\$ 50.00
 Total		 \$320.00
Turned into Office		\$320.00

Retained Food/Beverage Fund \$0.00

Proceeds from the Bingo held on April 18, 2015 were \$320.00; no additional funds will be needed for the next scheduled bingo.

Kids Club – See posters and website posting for upcoming Youth Clinic Tennis. Five sessions on Thursday evenings starting May 7th through June 4th. See various times for varying age groups. Adult Tennis Boot Camp also available based on meeting participant requirements of at least five persons. Also, see attached proposal for summer programs.

Kids Zumba Classes – Friday 8:00 PM and Sunday 9:00 AM \$7 per class or five for \$25.00 depending on participation. Last class had four participants and we have 1 more sign up.

See summer proposal - attached

Adult Zumba – Currently 4 persons participating.

Safety Committee - Reminder –instruction with Dr. John Gumina for AED and CPR instruction. This is for staff and interested community members during the last week in June. (Date TBA)

Communication Committee – (updated report 5/4/15) we continue to utilize the A-Frame and web site as our two primary sources of communication. We have added ten additional members to the automatic update notification from the BML website. Our total members that have opted in for this service is now 35.

Common Area Maintenance –

- Damaged guide rail was repaired by maintenance.
- The steps at the gazebo were inspected, and appear stable. If further concern, recommend structural specialist to inspect.
- Ground subsidence in common area was cleaned out and filled.
- The boat dock was installed and replaced several boards.
- Seasonal mowing and trimming has commenced in common areas.
- Additional pothole/road repairs were completed
- New nets installed on basketball court (they were torn down, twice)
- Spring cleanup and install fresh mulch for entry signs.
- Spring cleanup and re mulch beds at Clubhouse
- Spring cleanup and re mulch beds at Escoll Drive Street Scape
- Spring cleanup and re mulch beds at Guard Shack
- Settlement at Mail pod identified and fenced off pending repairs.
- Damaged signs were repaired.
- Trash and litter is an ongoing problem that should be addressed. We suggest a community wide message to get people thinking about how litter and trash adversely impacts our community, and how they can help prevent it.
- “L” pool has been opened and budgeted reserve plaster work has begun.

SARP/Security Report

Officer Christopher Shelly –

11 Total Incidents –

- 1 - Call for assistance from Management (Mary Ann) abandoned boats at boat launch, ran plate on trailer to identify owner
- 5 - False alarms
- 1 - Criminal mischief – involved a juvenile
- 2 - Disturbances – 1 civil in nature - complaint that a truck hit a garage door (civil action - not criminal), the second disturbance was a pushing match no charges filed.
- 1 - Animal complaint– a bear in the garbage
- 1 - Domestic – no charges filed.

Capital Improvement Project

Pricing for removal of swing set and proposed improvements were forwarded to Steve for the Amenities capital Improvements, including pricing for volleyball, swing set area, and bocce and horseshoe design questions. (The email and attachments are below, attached)

The swings will be the most costly, and we need input from the Board before we can proceed. We have found portable options for volleyball and soccer that would allow change of venue and reduced costs for the playing area, using existing lawn areas in lieu of building a field or court. Once we see the level of interest and use, we can always install more permanent courts.

We await further direction and feedback. The Board needs to select the items for each in accordance with the approved 2015 Capital Improvement budget. See email of April 27th below.

From: Patrick L. Briegel [mailto:PMA1@ptd.net]
Sent: Monday, April 27, 2015 4:54 PM
To: 'steve66'
Subject: RE: field status

Steve –

I have spent quite a bit of time on this.

To remove current swing set, stone from 30 x 40 play area, re-grade, install topsoil seed, and mulch, AND, create new play area surround and install pea gravel over weed barrier there, the cost is about \$3,540. This is with PMA making labor donation.

I need more input on the following before having a detailed quote.

Play Equipment – The set there is many years old and not in great shape. It should be disposed of. Please confirm.

Has a decision been reached on which specific play equipment? Who will install it?

Volleyball (see below). Dimension would be 30 'wide by 40' long (see schematic, below). This will fit in the level area adjacent to basketball.

OPTION #1: We discussed using 4" x 4" or 6" x 6" treated wood edging, held in place with rebar spikes. We will install pea gravel inside, just like what is under the play equipment. Are you concerned with injury on the treated wood? What else could be used? Should we just leave the base as it is (compacted stone) and spread some pea gravel over the area until we see what level of use this gets? We can always add the border/pea gravel later.

Posts - wood - (2) 12' 6" x 6" posts vertically, in poured concrete, approximately 36 feet apart to hang the net. Or, would it be better to use something like galvanized metal fence posts (no splinters)?

Net – Any ideas on nets? Something like this, attached?

http://www.amazon.com/Professional-Volleyball-Net-Warranty-World/dp/B002V3XREA/ref=sr_1_11?s=sporting-goods&ie=UTF8&qid=1430147151&sr=1-11&keywords=beach+volleyball+net

OPTION #2: This complete transportable system has posts, net and boundary lines that can be installed in the grass or sand. This looks like it might be better than option #1.

The benefit if we go with this approach is that it could be set up anywhere in grass area, which would eliminate the border concern and cost for pea gravel. This would allow for the unit to be transported to the lakeside area, and easily stored out of season.

<http://www.cobravolleyball.com/cobra-outdoor-volleyball-system/>

Bocce and Horseshoes -

GENERAL AREA - If we are simply to install topsoil and a lawn area to replace the 40' x 30' pea gravel area currently devoted to existing swing set, that's easy. Should look at attached photos – I think the 6 x 6 frame where adjacent to asphalt should remain, and bring topsoil up to that edge. Thoughts on that?

HORSESHOES - What materials are to be used? Is there a plan with grading? The website you sent me seems to be general dimensions - I need specific design. For horse shoes, are we using sand with wood boundary on three sides and grass between, (like below)?

BOCCE - What are the plans for bocce? On the grass?? I see most bocce courts are clay. I don't know anything about them...



Owner Request for Fitness Club –

**Blue Mountain Lake (BML) Fitness Club
Proposal for Board of Directors Consideration
Offerings:**

Fitness classes at the BML Clubhouse, such as: Zumba®, Zumba Kids®, Yoga, walking group, and other fitness activities, yet to be determined, for the residents of Blue Mountain Lake.

BML Fitness Club Structure:

- 1) Leader(s): Captain, Co-Captain, Treasurer (TBD), and Secretary (TBD).
- 2) Monthly Meetings – To be scheduled the first week of each month to plan the fitness activity schedule for the following month.
Example: Meet 1st week of May to set schedule for the month of June

Rules of Operation:

- 1) Board approves Club Leader(s)' authority to set monthly fitness activity schedule (will be within the parameters of the summertime BML Club pool schedule)
Example: Fitness classes will be scheduled prior to 11:00 a.m. (before the pool opens) or after 7:00 p.m. (when the pool closes).
- 2) Fitness activities will not interfere with BML Clubhouse rentals; activities will be coordinated with the rental schedule each month.
- 3) BML Fitness Club liability waivers will be signed by all participants prior to joining fitness activities; these forms will be maintained in the BML Club Office.

Fitness Instructors:

- 1) Must have proof of licensure of fitness activity
- 2) Must carry liability insurance and CPR license.
- 3) Must accommodate monthly schedule and participate in planning monthly activities.
- 4) Receives \$20 for each class delivered (TBD).
- 5) Supplies related activity equipment, i.e., sound system, other TBD (based on activity).

Cost:

Example(s): Zumba® -- \$7.00 day of class, drop-in rate; \$25 class cards for 5 classes, 6th class free

Cost can also be based upon the fitness activity and should be further discussed with and approved by the Fitness Club Leaders.

Fees can be paid at the office prior to class or at the door on the day of the activity.

Monies collected at the door will be given to the BML Club Office to hold for future Fitness Club activities.

4. Old Business

- a. Lynn motioned that Pat present all road work (speed bumps and road resurfacing) options to the finance committee prior to presenting to the Board on June 13. Second by Gary. All were in favor.
- b. Discussion on club house use for paid events. Lynn motioned that use of the club house by homeowners and/or residents for events charging admission or profiting will not be allowed. Second by John. All were in favor.
- c. The revised shed application fee was approved by the board at the April 11th meeting.
- d. John motioned to vote on the final recreation field plan / expenses via e-mail prior to the June meeting once Pat publishes all costs. Second by Vince. All were in favor.
- e. Receipt of a letter to the Board by an owner concerning the judgement of an appeal of fines levied. The Board instructed Mary Ann to respond that the Board's decision is final.
- f. The hotdog machine and the street sweeper were sold at the request of the Board for \$1,300.00.

5. New Business

- a. Lynn requested an updated analysis of regular dues aid by credit card and the associated cost. Pat to prepare for June meeting.
- b. Lynn to call David Parker and Rosemary Brown to discuss placement of a traffic light at the bottom of Brushy Mountain Road.
- c. Gary to send out the "April Round-Up" for Board approval prior to posting.
- d. Discussion on litter. Talked about a Community Pride Day and a children's art contest signs discouraging littering. Steve to work with Mary Ann on this.
- e. The Board received a letter from an owner concerning his perceived conflict of interest of a Board member as well as his opinion regarding future Management contracts at BML. Lynn to write a response for Board approval prior to sending.
- f. Discussion on WIFI at the club house / pool. Pat will research this and report back to the Board.

5. Adjournment: Gary Smith called for adjournment of meeting at 11:40