

## THE BLUE MOUNTAIN LAKE CLUB

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### Board of Directors – Meeting Highlights

Date: June 13, 2015

Club House 9:00AM

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

- a. Attendance: Gary Smith, Ernie Hayfield, Steve Melnick, Lynn Ball (Left at 10:02 for conflicting appointment – proxy to Gary), Chip Callori, John Gumina

Absent: Vince Ricci (Proxy vote to Steve Melnick)

Others: Pat Briegel, Mary Ann Freeby

#### 3. Board only: 9:05 – 9:30AM

- a. Discussion on submission of a formal letter (as required in the current BML Management contract) to PMA as notification that the current Management and service contracts will not be renewed but instead put out to bid. PMA is welcome to bid on all upcoming RFPs.

Steve motioned to approve and send the current draft of this notification letter, Second by Lynn. All were in Favor. Vince in favor via proxy vote.

- b. Discussion on current fees, services and Management staffing as well as use of the BML office, pole barn and equipment and supplies in relation to percentage of BML business.
- c. Discussion on how the phone at the BML office is being answered.

#### 2. Review of Minutes:

- a. John motioned to approve the minutes from the May 9th meeting with one edit, second by Chip. All were in favor.

#### 3. Management & Committee Reports:

##### INFORMATIONAL ITEMS:

**Cornerstone** – There are ongoing negotiations regarding remediation of areas of the paving between Popple and municipality. Management will provide an update.

**Speed hump RFP** – The RFP approved by Board at last meeting was sent to qualified contractors. Based on their bids, I propose that we award to A.J. Konopka, Excavating, who was low bidder.

**Staff Continuing Education** – Management, by invitation was invited to participate in an accredited program sponsored by FEMA and hosted by Monroe County Emergency Management on Disaster Damage Assessment. This course brought together governmental and non-governmental leaders as well as private, nonprofit and entities active in disaster management, and exposed them to the requirements for conducting damage and needs assessments (DANA).

Topics Included:

- Concepts of Damage Assessment
- Damage Assessment Information and Communication Resources
- Damage Assessment Action Plan
- Damage assessment tools

Most important, this course also provided a good opportunity to meet and network with our local emergency responders, and discuss specific needs for our community.

### **Reserve/Capital project Updates –**

Pool resurfacing –The pool resurfacing project for the lap pool has been completed.

Tennis court resurfacing – This work is scheduled to begin any day now, weather permitting

Road work – Attached is a road work summary, for review and discussion.

Spray Park – Pump changed to more economical variable motor, reducing energy use.

Volleyball system and soccer – Approved equipment from May meeting was purchased. Via emailed request, marking paint and wand were also purchased. Soccer goal(s) purchased and assembled.

**Finance Committee** – Attached see Cash Receipts and Disbursement reports for both Operating and Reserves accounts for May 2015. Draft 2014 audited financials were reviewed by the FC, and recommended for acceptance. Review details of the Property Carbon County from collections attorney, and Owner request for a meeting with the Board in reference to her account. Collections discussion.

**Garden Club** – The group is mulling over the idea of staging a “Community Dinner” sometime in the fall with a showing of a new “Plant Pure Nation” video backed by Colin Campbell a big proponent of plant base diet.

**Bingo Club** – See attached report for May 2015. Bingo will resume after Labor Day.

**Kids Club** – See attached schedule and information pdf.

**Adult/ Children Zumba** – Still awaiting board policy decision on these type of events

**Safety Committee** - Board Member Dr. John Gumina will be providing AED demonstration for interested community members on June 24, at 10AM, at the BML Clubhouse. Participants have been asked to RSVP with the Operations Office no later than June 19th.

**Communication Committee** – 7 new announcements have been posted since our May 9th meeting. In addition, the mail pod A-Frame sign has been changed over several times in that time frame.

**Common Area Maintenance** –

- Annual flowers planted at mail pod, Guard shack and pool.
- Boats were all removed and stored pending Board decision on disposition
- Roadside cutting and cul-de-sacs for Cornerstone was completed this past week.
- Algae and Avast lake treatments scheduled for next two weeks
- Two new soccer goals were assembled and moved to field area.

**SARP/Security Report**

**SARPD Report Officer Christopher Shelly** – (additional information forthcoming)

The annual 4<sup>th</sup> of July letter from SARP instructing community members that there is to be no “Fireworks” letter has been sent to Chief Parrish for final approval for mailing.

Incident report May 2015

1. Eight false alarms are including burglar and fire.
2. One animal complaint, this was in reference to a bear going to the garbage.
3. One opening burning complaint.
4. Two runaway juvenile's, they returned
5. One suspicious person/vehicle. Report was a black Honda driving around the community this vehicle was gone on arrival
6. There was one incident involving a juvenile.

**Capital Improvement Project(s)** - Steve requested additional pricing on a permanent volleyball court. Last month the Board approved temporary volleyball and soccer goals, which were purchased. We still have not received guidance from the Board on swings. Vince was to provide information on a screen/grate for the fireplace at the gazebo, and Wi-Fi options for Club. The availability of Wi-Fi may impact decisions on cameras.

**Litter** – Follow up from Community Litter/Clean up Event presented by Management at last meeting: We have reached out to the Monroe County Waste Authority to assist with ideas and educational materials for a community sponsored environmental event. We will be working with Cindy Parks to develop a program. It is the goal to have the authority participate as well. More participation can be gained if the event is geared toward “Environmental Day” which will include clean up and litter control initiatives.

Follow up - We have discussed with Jim Lambert, the Director of the Waste Authority and he has committed to supplying, bags, gloves, vests and small prizes/educational materials for an event to be held in the late August or mid -September.

**Pool Policy** – Management reviewed document submitted by Vince at May meeting, and supports this document with only minor requested modification. See attached.

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**4. Old Business**

- a. Steve requested that a stop sign be installed immediately at the

intersection of Blue Mountain Lake Drive and the new access road from the Cornerstone section. Pat will request from the Township as this is part of their responsibility. If they refuse to act in a timely fashion, PMA will install a temporary stop sign.

- b. John motioned to approve and award the contract for all speed bump work to A.J. Konopka, Second by Gary. All were in Favor. Vince in favor via proxy.
- c. Pat to publish schedule for speed bump work to Board when determined.
- d. Steve requested that all speed bump signs be uniform and larger than the current signs. Pat to look into costs for this request.
- e. John motioned to complete the full list of recommended road work this year at an increased spend of \$10,033.00 from the budget. Second by Chip. All were in favor. Vince in favor via proxy.
- f. Pat to schedule this road work and publish to the Board.
- g. PMA to supply details on all income to Board on a quarterly basis.
- h. PMA to supply a review of our credit card fee for dues and payment plan income broken out separately every quarter.
- i. Steve motioned to accept the proposal for security cameras from Royal Security Services, INC. This includes 2 new high definition cameras as well as repositioning existing cameras. Second by John. All were in Favor. Vince and Lynn were in favor via proxy.
- j. Pat to contact Blue Ridge Communications about options for WIFI service at the clubhouse and pool.
- k. Mary Ann to send a response letter to a homeowner in regards to a letter concerning his fines. This letter is to include the fact that failure to pay the levied fines will result in becoming a member not in good standing and loss of eligibility to use amenities.
- l. Gary to update and publish to the Board the action item list.
- j. Steve to write a first draft policy for events at the clubhouse or on common grounds that require a fee to participate and are led by BML community members.

## **5. New Business**

- a. Discussion on the weekday pool opening date set and published several weeks ago. Mary Ann explained that many high school students are employed at the pool and that historically the pool opened 7 days a week in late June. Since the hours of operation were already determined, publicized and scheduled, Steve suggested that PMA look into the possibility of staffing Monday through Friday starting June 15 instead of starting this on the published date of June 22. PMA agreed to try to open to accommodate this request.

Lynn motioned to re-examine the pool opening schedule for 2016 and try to open 7 days per week starting the first Monday that there are no high school classes. Second by John. All were in favor.

- b. Steve and Pat will walk the field to determine suggested adjustments to the layout in order to accommodate future growth. Placement of the temporary volleyball system will be determined.
- c. Pat to write-up all technical details of the upcoming road work and send to Steve so that an article can be created for all BML Members.
- d. PMA to supply the Board with the total number of homes (not in foreclosure or bank owned) that are currently in delinquency.
- e. John motioned to accept the 2014 financials per recommendation of the finance committee. Second by Gary. All were in favor. Vince and Lynn were in favor via proxy.
- f. Discussion on new law going into effect on July 1, 2015 concerning volunteers and paid employees working with children. PMA to write a BML policy draft for council to review.
- g. John motioned to accept the new pool policy, Second by Chip. All were in favor. Vince and Lynn were in favor via proxy.
- h. PMA to add three signs at lakeside concerning the lake.

**This lake is chemically treated**

**This lake is Catch and Release Only**

- i. Discussion on delinquency and methods to reduce the delinquency rate in BML. Steve mentioned a few ideas including but not limited to a one-time amnesty program for members with past due balances, publishing all delinquency information and examination of our current collection practices. Tabled for further discussion at the July Board meeting.

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