

THE BLUE MOUNTAIN LAKE CLUB

Board of Directors – Meeting Minutes

Date: July 8, 2017

Clubhouse at 9:00 am

The meeting was called to order by Steve Melnick at 9:04 pm

Directors in attendance: Steve Melnick, Lynn Ball, Vince Ricci, Robert Temple, Michelle Pinnock Harper and Penny Welliver.

Others in attendance: Preferred Management: Laurie Gonzalez, Community Manager.

1. Minutes

- a. **Motion 070817-01** made by Steve Melnick and seconded by Vince Ricci to accept and approve the minutes (with one correction) of June 10, 2017. All in favor (Penny Welliver and Michelle Harper abstained as they were not at in attendance for the June 10, 2017 meeting).

2. Committees

a. **Finance Committee:**

- i. Vince Ricci is researching Charles Schwabb for the Associations reserve accounts.
- ii. **Motion 070817-02** made by Lynn Ball and seconded by Steve Melnick to appoint Jana Aspray to the Finance Committee. All in favor.
- iii. The committee will meet next week to review the financial for period ending 6/30/17.

b. **Events Committee:**

1. Michelle Harper reported several activities that are underway; Ballroom Dancing, Language Classes as well as the upcoming Basketball Fundamentals.
2. Michelle asked the Board for approval for a “Music by the Lake” event that would be hosted by the committee with music performed by residents. The Board was unanimously in favor with this idea. Michelle will post to Facebook to see if there are any resident musicians who are interested in performing.

c. **Safety Committee:**

- i. **Motion 070817-03** made by Vince Ricci and seconded by Steve Melnick to appoint Susan Koenigsberg to the Safety Committee. All in favor.

d. **Bylaw Ad Hoc Committee:**

- i. Vince Ricci reported that the committee will be meeting next week to finish reviewing changes and/or recommendations to the Bylaw Draft. The committee anticipates providing the Draft to the Board prior to the August meeting.

3. Management Report & Financial Reports

- Laurie provided the Board with the Financial Reports for period ending 6/30/17. There were no questions.
- Laurie presented the Management Report as follows:

Security/Patrol Update:

- 1,246 miles of road were patrolled for the month of June 2017. Daily logs are available at the office.
- Security vehicle: Oil changed, tires rotated and vehicle detailed.
- Stroud Area Regional provided BMLC additional patrol during the July 4th weekend (1ST – 4TH) and reported no incidents.

Property Inspections/Warnings & Violations:

- Management makes community wide property inspections on a regular basis to ensure compliance with the BMLC governing documents.
 - Re-inspections for unsightly properties performed. Properties given warnings were now in compliance, except for vacant properties not yet foreclosed. Management is researching bank information or preservation company information to send notification.

Maintenance:

- Facility and Community wide inspections performed daily/weekly.
- The boat dock has finally been delivered installed just in time for July 4th
- Pool and Spray Park Maintenance
- Watering of all annuals (Guardhouse, Office, Clubhouse, Mail Pod, Cornerstone) several times per week.
- Inspection and management of common ground maintenance.
- Garbage pick-up on roadsides as well as common areas (litter is still heavy at basketball courts).
- Inspections for standard/common permits (tree removal, driveways, decks, etc.).
- Clubhouse rental inspections (before and after).
- Met with Young Sealcoating as well as Precision Paving. Took both contractors to each Manorhome and Patiohome location so they may prepare bids for BMLC.

2017 Road Repairs/Paving:

- The paving of the Office will begin Friday, July 7th and commence Saturday, July 8th (weather permitting).
- Roads will begin Monday July 10th through Friday, July 14th from 7:30 am to 7:30 pm. Email blasts as well as phone calls have been made to all residents affected by the road paving.
- The pothole at the exit of BML Dr onto Pocahontas will be fixed as well. I have confirmed this with the paving supervisor.

General

- For the month of June, we processed four (4) resale packets (\$1,000.00)
- For the month of June eight (8) homes sold, adding \$10,031.00 to the Capital Improvement account. Welcome Packets were issued to those new residents that came to the office to provide us with their owner information as well as photo I.D. badges issued.
- The 2017 BMLC Courier:
 - Fall 2017: All material due by September 11th (will hold space for the Board Candidate Bios submitted on 9/16), to print September 27th, Mail/Delivered October 4th.
 - Winter 2017-2018: All material due by November 20th, to print December 4th, Mail/Delivered December 13th.
- Daryl Eppley (Stroud Township Supervisor) has advised that the township engineer inspected all roads in Cornerstone and found no issues other than maintenance that needs to be performed.
- Received the preliminary estimates from Young Sealcoating and Precision Paving for the sealcoating and small repairs to Manorhome and Patiohome driveways. The estimates for the Manorhomes were done for each Cluster. These Cluster costs (Manorhome) were broken down per unit and have been provided to the Board in preparation for the Town Hall Meeting (July 8, 2017 at 11:30 am).
- Notices were sent to all Manorhome and Patiohome owners advising of the Special Town Hall Meeting being held on Saturday, July 8th at 11:30 regarding the sealcoating and small repair of the Cluster I driveways.
- As Vice-Chair of the CAI Poconos Regional Council: Attended CAI Seminar-Match Game; Ask the Experts. The panel of experts consisted of an Association Attorney, Association CPA and an Association Risk Management Consultant. This panel of experts competed with a Community Manager and a Board Director.
- Designation renewal completed: Laura "Laurie" Gonzalez - Association Management Specialist (AMS).
- Our annual Dam inspection will take place the week of July 10th. The inspection is being performed by RKR Hess (Dion Campbell/Wayne Gross) located in East Stroudsburg, PA.

Collections Update

- Civil Complaints (Judgements) were filed with the Magisterial District Court for nine (9) accounts. (10 accounts were approved for filing – one account foreclosed prior to filing date).
 - The Collections attorney provided Management with incorrect information regarding these accounts. Below is the corrected and updated information:
 - Four (4) accounts did NOT pick up their certified mail and we will be attempting service via constable. We are in the process of confirming that the properties are occupied.
 - Two (2) accounts have filed their intent to defend. I will be attending these hearings (representing BMLC) with attorney Hludzik. (July 17 and August 14).
 - 1 account paid their account in full and the civil complaint will be withdrawn.
 - 2 accounts foreclosed prior to filing of judgement.
 - We continue to see an increase in our collection rate versus last year. We attribute this increase to managements collections efforts (notices, calls as well as utilizing the collection attorney) and the new photo I.D. badging system.

2017 Pool Season

- Management has zero tolerance for abusive treatment of our pool staff. Since opening the pools our staff has endured the following:
 - Our staff have been referred to and treated in a derogatory manner by a few residents.
 - Management has issued one resident a fine in the amount of \$300.00 (as per the Rules & Regulations #57).
 - Management would like Board approval to send out an email blast to remind residents of the Rules & Regulations #57 regarding treatment of staff, management, etc. as well as what the rules are (and have been) at the pool. The Board unanimously approved an email blast reminding residents of the BMLC Rules & Regulations #57 and that bad behavior will not be tolerated.
- The Food Truck has received a very positive response. The residents are very happy to have Al's on the Go here at BMLC and Helene (owner of Al's on the Go) is very happy to be here. Helene paid for ½ of the 220 line that was needed for her truck and has also paid her weekly rent on time (as agreed).
- We have issued 1,263 badges (as of 7/5/17). This includes the 4 guest badges per property in good standing.
- Pool attendance year to date for this year as well as the 2016 attendance has been provided to the Board.

- Management has received numerous complaints from the lifeguards as well as residents regarding the continued profanity at the basketball courts.

10:30 am, **Motion 070817-04** made by Lynn Ball and seconded by Steve Melnick to adjourn to Executive Session. All in favor.

10:50 am the Board re-opened the Regular meeting.

4. Old Business

- a. Manorhome and Patio home – Driveways Townhall Meeting at 11:30 am: Discussion
- b. Summer Basketball Fundamentals: The Board ratified the email approval (All in favor).

5. **SARPD** – Officer Kenny Palmer provided the Board with the May 2017 Police Commission Report as well as provided a summary of the Blue Mountain Lake incident statistics (Kenny will provide Laurie with a hard copy of the BMLC report via email).

6. New Business

- a. Reserve Replacement Study: Laurie will provide the Board with the final Reserve Study report via email after the Finance Committee has reviewed.
- b. Pool: **Motion 070817-05** made by Steve Melnick and seconded by Rob Temple to purchase ten (10) additional lounge chairs. All in favor.

Steve Melnick, President, adjourned the meeting at 11:22 am.

Respectfully submitted by Vince Ricci, Secretary
