

## THE BLUE MOUNTAIN LAKE CLUB

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### Board of Directors – Meeting Minutes

Date: November 18, 2017

Clubhouse at 9:00 am

The meeting was called to order by Steve Melnick at 9:06 am

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

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

#### 1. Minutes

- a. Motion 111817-01 made by Steve Melnick and seconded by Vince Ricci to accept and approve the minutes of the October 14, 2017 Regular Meeting. All in favor.

#### 2. Committee Reports

- a. The Board approved the Finance Committee minutes of October 17, 2017.

#### 3. Management Report & Financial Reports

- Laurie provided the Board with the Financial Reports for period ending 10/31/17.
  - The Board approved the cost of constable services on those accounts that we have filed judgements against that have not accepted the certified mail from the Magistrate.
  - The Board approved the Finance Committee creating an investment policy for Certificate of Deposits (guidelines, etc.) to present to the Board for final approval.
- Laurie presented the Management Report as follows:

##### Security/Patrol Update:

- 1,389 miles of road were patrolled for the month of October 2017. Daily logs are available at the office.
- Security reported the following incidents:
  - Egging of car in driveway on Reunion Ridge.
  - Two vehicles in driveway of Daffodil residence were keyed. Owner advised that SARPD was contacted.

##### Property Inspections:

- Management provides community inspections on a weekly basis.
  - 3 of 6 properties that were issued warnings for mold on exterior of house complied. The 3 that did not comply by the reinspection date were issued a violation notice and fine assessed to their account per the BMLC Rules & Regulations.

- 3 Parking Warnings were issued (Cabinsglade, Meadowsage and Blue Mountain Crossing).

### **Maintenance:**

- Fall Festival preparation, set up and clean up as well as grilled hot dogs the day of the event.
- Office, Tennis Courts, Mail Pod and Basketball Courts cleaned (leaf cleanup) weekly.
- Pool bathrooms winterized.
- Clubhouse parking lot seal coated and lined.
- The painting of all community speed bumps has been completed.
- Maintenance Vehicle: New tires and oil change.
- Quarterly damn inspection completed.
- Fall clean up in progress.
- Storm water maintenance (annual as well as per the Road Study) has been completed for the year/season.
- Cabinets and counters removed from room in Clubhouse to provide for additional storage.
- Tree removal and maintenance scheduled for November.
- Community wide property inspections performed weekly.
- PA American Water provided 2A modified stone to fill pot holes at the entrance of the Maintenance area (Greg provided the labor).

### **General**

- For the month of October, we processed three (3) resale packets (\$750.00)
- For the month of October four (4) homes sold, adding \$5,136.00 to the Capital Improvement fund. 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:
  - Winter 2017-2018: All material due by November 20<sup>th</sup>, to print December 4<sup>th</sup>, Mail/Delivered December 13<sup>th</sup>.
- Blue Mountain Lake was awarded the Gold Star Community recognition by CAI. This award will be presented to BMLC Board of Directors and Management at the December CAI Holiday Party on December 6, 2017.
- Our support staff has been busy making calls to residents to ask them to please return their Proxy/Ballot if they are unable to attend the Annual Meeting on Saturday, November 28,2017 to not only meet our quorum requirement but to vote on the Amended and Restated Bylaws. To date we have received 73 Proxy/Ballot returns. As of 10/30/17 we need 129 members in attendance in person or by proxy at the Annual Meeting.
- Met with Stroud Township to establish a BMLC bulk site for leaf drop at the Maintenance site off Brushy Mountain Rd. BMLC residents will be able to drop off their leaves on Saturdays and Sundays from 10:00 am to 3:00 pm. Security personnel will be on site during these times to establish residency as well as to monitor the area. This area will

also serve as a Christmas Tree recycling drop off. Management will notify Stroud Township when the collection site needs to be picked up. Residents were advised of this service and location via email blasts and the website.

- Management will be working with the Stroud Township (grant coordinator) to secure grant monies from the DEP which will pay for the Maintenance area to be paved as well as the installation of concrete barriers for the leaf collection site area.
- An updated and revised Rules and Regulations along with an updated Fee and Fine Schedule has been drafted and provided to the Board for review and approval

### **Cornerstone Common Lands and Improvements**

- Stroud Township has completed the required common land improvements in Cornerstone (that were not completed by the developer).
- The Maintenance Bond between Stroud Township and Popple Construction will expire November 15, 2017.
- The Common Land Deed (drafted by previous Association counsel) has been redrafted with only current dates (no other changes were made) and is ready for signature by the BMLC Board and LTS Development. (Unfortunately, the Original Deed that was signed by LTS Development was not left in the office by the previous management company. Therefore, we will need to locate LTS Development owner Larry Simon for signatures).

### **Fall Festival 2017**

- Our staff was busy during the month of October preparing for the Fall Festival held on October 21, 2017.
  - It was a beautiful day with temperatures hovering around 75.
  - **A total of 515 attended this year's Fall Festival, including 25 volunteers.**
  - It was a day packed with fun for all (DJ, Pumpkin Painting Patch, Trackless Train, Inflatable Slide, Bounce House, Face Painter, Games, Donut on a String, Chili Cookoff, Pie Eating contest and a Costume Contest - and let's not forget about the delicious grilled all beef hot dogs!).
  - The Garden Club was busy at their table providing all kinds of gardening information and Officers Kenny Palmer and Jerome Taylor of SARPD provided treats for the kids (and some bee sting treatment for a few).
  - Preferred Management donated the Face Painter and Vince Ricci donated many hours and a lot of gas purchasing supplies for the event. Thank you.
- We all had a great time and are looking forward to next year!

#### 4. Old Business

- a. Cornerstone Common Area Deed: The Association attorney drafted an updated deed for the common areas (including roads) of Cornerstone to BMLC. The Board authorized the attorney to have a title search performed before the signing of this agreement.
- b. Private Road Waivers: The Board agreed that annual waivers/hold harmless agreements do not need to be signed by private road owners unless there has been a change of ownership.

#### 5. New Business

- a. Updated Rules & Regulations & Fee/Fine Schedule Resolution: Laurie provided the Board with a draft Updated Rules & Regulations as well as a Fee/Fine Schedule Resolution, for their review. These items were tabled to the December 9, 2017 meeting.
- b. The Board and Laurie reviewed the upcoming Annual Meeting presentation as well as discussed, the format of the meeting.
- c. AmeriGas: Lynn Ball advised the Board that she spoke to the District Manager of AmeriGas regarding a Neighborhood Price Agreement for BMLC. AmeriGas stated that other communities (i.e. Country Club of the Poconos) have signed the same agreement that was sent to Laurie. Laurie advised the Board that she spoke with the Community Manager at Country Club of the Poconos and they did NOT enter into any agreement with AmeriGas. The Board agreed to allow AmeriGas to provide the Association with a flyer or letter (on AmeriGas letterhead) providing BMLC with a Neighborhood Price, that Laurie will forward to BMLC residents via an email blast as well as post to the BMLC websites. Lynn and Penny will follow up with AmeriGas next week and advise.

#### 6. Board Comments:

- a. The Board asked Laurie to provide a summary of the pre-winter meetings with Erb's Landscaping and Management. Laurie advised the Board that the plow markers have been set (additional markers have been ordered per Management's request) and Dan Erb (Erb's Landscaping) has advised Management that the plowing staff has been given a complete tour of the community (new staff members) to ensure that no roads were missed. Laurie also advised that cul-de-sacs were discussed, and it was agreed that Erb's will pass through each cul-de-sac while plowing the primary roads.

Steve Melnick, President, adjourned the meeting at 12:30 pm.

Respectfully submitted by Vince Ricci, Secretary

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