

**POCONO MOUNTAIN WATER FOREST
250 LAKEWOOD DRIVE
MILFORD, PA 18337**

**BOARD OF DIRECTORS MONTHLY MEETING
SUNDAY November 17, 2013**

1. Call to Order

Ted Wetzel, President called to order the regular meeting of the Board of Directors of the Pocono Mountain Water Forest Community Association at 9:40 AM in the Pocono Mountain Water Forest Clubhouse.

2. Roll Call

- Chris Connelly
- Mary Lou Corbett
- Bill Frobose
- Pat Mastrocovi
- Fred Loshen
- Pdraig Lynch
- Jane Opfer
- Ted Wetzel
- Bill Smart
- John Grohl
- Bill McCarthy
- Mike Manheim

Absent were:

- Rob LaMaster
- Dave Curiale
- Skip Wydner

3. Approval of Minutes

Ted Wetzel called for approval of the minutes from October. Chris Connelly made the motion to approve the minutes. Second by Pdraig Lynch. All in favor except Mary Lou Corbett, who abstained. Motion passed.

4. Presidents Report

Ted Wetzel dicussed the court appearance concerning lake rights. Waiting for judges' decision

Ted Wetzel also discussed his conversation with Ellen from Pike County concerning the access road. He will follow up with her.

5. Treasurers Report

Chris Connelly distributed the Treasurers Report for October to all Board Members present.

Chris discussed the Dime and Well Fargo CD accounts being closed. Monies were transferred to the Dime Money Market account and the Wells Fargo Business account. Also, the Wells Fargo Personal Account was closed and money placed in the Wells Fargo Business account. Ted Wetzel and Bill Frobose to sign Wells Fargo Debit cards.

Chris reviewed in detail income and expenditures for the month of October. Chris reviewed and discussed the Sunrise Collections summary. Chris mentioned two delinquent accounts that have gone to legal, but Sunrise has been unable to collect on. There was discussion on what action the BOD can take. Bill Frobose suggested that Pocono Water Forest take over the properties. Ted Wetzel said he would follow up with our attorney.

There was also discussion about the legal forms that need to be signed and returned to Sunrise. Chris will review the paperwork and follow up. Jane Opfer mentioned a face to face meeting with Sunrise when they meet with another community in the area. Jane Opfer to follow up.

Mike Manheim made a motion to accept the Treasurers Report. Second by Pat Mastrocovi. All in favor.

6. Committee Reports

A) Roads

Bill Frobose gave an update on the amount spent for roads this year. The roads were under budget, but the balance will be used to repair roads in spring.

There was discussion about cold patching the potholes throughout the community before the worst of the winter hits. Bill Frobose to follow up.

B) Building

Ted Wetzel had nothing to report on Building today.

C) Maintenance

Bill Frobose discussed pulling in the boats for the winter.

Discussion on replacing the posts on the tennis courts.

Bill McCarthy showed the new sign for the clubhouse to be placed on the posts on Water Forest and Lakewood Drives.

D) Recreation

Mike Manhiem discussed holiday party plans. He is looking to schedule on a Friday night. He will follow up.

E) Security

Pat Mastrocovi discussed the security hours. He indicated that the gate is often manned by volunteers in response to a resident question. There was also a question from a resident about who could volunteer to help at the gates. Residents can volunteer; however, they cannot use the Security vehicle.

7. Old Business:

A) AOCA:

Jane Opfer reported on the AOCA meeting that was held at our clubhouse. It was well attended.

She also reported that there will be an informational meeting with Rep. Rosemary Brown in May.

B) Collections:

Discussed in Treasurer's Report

C) Gate Status:

More gate cards were ordered.

Ted Wetzel to contact North Eastern about System Link software

Battery back up for both gates can be purchased for \$2,000.

Fred Loshen discussed a need for an external back up drive for the office computers and extra RAM for the security computer. He will follow up.

Breaker box problem discussed. Ted Wetzel to have someone check the boxes.

D) Generator:

Ted Wetzel gave a report.

Discussion about whether we buy and install or have someone else install

8. New Business:

A) Officer Jason Evers

Office Evers gave a detail report on Title 22 security detectives and private police.

He explained the different levels of security along with the qualifications and pay requirements for each level.

He did a review on different citations that can be used in the community.

He suggested that anyone doing security have some level of training.

The Board of Directors to call a special meeting to review and discuss Officer Evers security suggestions.

B) Resident Property Transfer:

Ted Wetzel discussed contacting the lawyer and accepting the property transfer to Pocono Water Forest.

Discussion about another possible property transfer. If resident agrees to pay cost of transfer this could be a possibility.

C) Purchase of New Computer/upgrade to QuickBooks Enterprise:

Jane updated the BOD on the new computer and QuickBooks upgrade. Transitions went smoothly.

9. Motions:

Ted Wetzal motioned to remove Skip Wynder and Rob Lemaster from the Board of Directors for missing 3 meetings in a row. Chris Connelly accepted the motion and Pat Mastrocovi second it. All in favor. Formal letter to be sent advising them of the BOD decision.

10. Comments from the Community:

There were approximately five residents in attendance who were discussing the gate card and gate access rules.

There was discussion on making motions, gate rules changes and how to get issues on the ballot. Each point was addressed by the BOD

11. Adjournment

Motion to adjourn by Chris Connelly. Second by Bill Smart. Meeting adjourned at 11:50 am.