

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

**BOARD OF DIRECTORS MONTHLY MEETING  
SUNDAY JANUARY 18<sup>TH</sup>, 2015**

**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 9:05AM in the Pocono Mountain Water Forest Clubhouse.**

**2. Roll Call:**

- **Ted Wetzel**
- **Fred Loshen**
- **Pat Mastrocovi**
- **Bill McCarthy**
- **Jane Opfer**
- **John Grohl**
- **Marc Wetzel**
- **Pat Lynch**
- **Scot Graf**
- **David Daniel (Arrived late, 9:10AM)**
- **Bill Smart (Arrived late, 9:10AM)**

**Absent were:**

- **Bill Frobose**
- **Mary Lou Corbett**
- **Mike Manheim**
- **Chris Connolly**

**3. Approval of Minutes:**

**Ted Wetzel, Board President called for approval of the minutes from the November 2014 meeting. Jane Opfer made a motion for the meeting minutes to be accepted and Pat Mastrocovi seconded the motion. All were in favor.**

#### **4. President's report:**

**There were no new updates on any of the pending lawsuits. On March 3<sup>rd</sup> the court will hear the petition to appoint the community police. Ted Wetzel and Pat Mastrocovi will be in attendance.**

#### **5. Treasurer's report:**

**Chris Connelly was not in attendance so Fred Loshen distributed the Treasurer's report for December 2014 to all Board Members present. The community's income and spending were discussed. QuickBooks numbers were discussed and will be reviewed. A motion to accept the Treasurer's report was made by Pat Lynch and seconded by Pat Mastrocovi. All were in favor.**

#### **6. Committee reports:**

- A. Roads – Nothing new to report at this time.**
- B. Building – A minimum requirement for house size was brought up. A motion was to be made later in the meeting of a minimum of 1200 square feet.**
- C. Maintenance – It was approved to have a plumber come in and address the issues with the water pressure in the building.**
- D. Recreation – The adult New Years Eve party occurred and went well. Approximately 30 people came the party.**
- E. Aoca – Meeting was canceled due to weather.**
- F. Security – No new incidents to report.**

#### **7. Old Business**

- A). Sunrise Proposal – No update at this time.**

#### **8. New Business:**

- A). Copier Proposal – Fred Loshen received a proposal from a new company to lower our monthly bill for the copier in the office.**

## **9. Motions:**

**A. Fred Loshen made a motion to accept the bid on the new copier. Marc Wetzel seconded the motion. All were in favor.**

**B. Ted Wetzel made a motion that a minimum size of 1,200 square feet of livable space is needed on all new construction. All were in favor.**

## **10. General Discussions**

**A. David Daniel brought up an update on the financial statements he has been reviewing. David proposed some tighter internal controls on the finances. He found a few accounting issues that he is working on clearing up now. A full list of properties owned by the community was requested. Also David brought up that as part of internal controls the bid process needs to be looked at. A sealed bid process run out of the office is recommended. Board member recommended bids are fine, but must be disclosed as such.**

**B. Fred Loshen asked if a reasonable amount can be set so that bids for minor or emergency situations do not have to be gotten. Under a thousand dollars was agreed upon that a job can be completed with out bids being needed.**

**C. David Daniel then brought up family relations bidding on a job need to be disclosed to the board. Ted mentioned that in the past the majority of the community had voted that a family member could bid on jobs.**

**D. Ted Wetzel stated that if a board member that is qualified to complete a job wishes to bid on a job it is permissible.**

**E. Fred Loshen stated that board members are volunteering their time and should not be compensated for their time.**

**F. Pat Mastrocovi felt that having the bid process and results should be a matter of public record so that it protects the board and the community.**

**G. Ted Wetzel then stated that he would check with the lawyer to see if it was a conflict of interest.**

**10. Adjournment:**

**John Growl motioned for the meeting to be adjourned; the motion was seconded by Pat Mastrocovi. All were in favor. Meeting was adjourned at 10:23AM**