

Pocono Woodland Lakes, HOA Monthly Meeting

December 17, 2017

I. Call to order

President Karen DeMaio called to order the regular meeting of the Board of Directors at 10am on December 20, 2017 at the community clubhouse.

II. Roll call

Secretary Raymond Liebold conducted a roll call. The following persons were present: Karen, Joanne, Ray, Jon, Dave, Lori, Rich

III. Approval of minutes from last meeting Motion made by Dave and 2nd by Karen. **MOTION PASSED UNANIMOUSLY.**

IV.

President report: We are hiring for two positions in the office- One full time office assistant/Bookkeeper and then another FT office assistant. These two individuals should be able to start in the next week or two.

We hired PT maintenance worker who will be starting this coming Monday.

Spoke to our liability carrier last week and we will be setting up a date for Tim Bacak to come and go over the insurance renewal for the year.

Our Holiday Staff/Board party was this past Wednesday at The Grill in Matamoras. Thanks to Jenn for organizing. It was a nice time.

We approved Theresa Rocco of Keller Williams to be the selling agent for our vacant lots.

Karen then gave the floor to Keith Gelber and Harry Davis from Patriot Security Solutions to discuss the outsourcing of the Public Safety Department.

V. Treasurer Report: Financials are on the Table and hopefully we will be converted to TOPS next month. We are in a Very Good Financial Situation We are ahead in Account receivables and way Below in Payables.

VI. Grievance: None

VII. Communications: None

VIII. Rules and Regulations: we have changes coming.

IX. Welcome Wagon: (Ray) Mrs. Boos is away, they had 4 new homes they visited.

X. By Laws: The committee is working on changes.

XI. HR Committee: Will Meet on 1/08/18 at 6pm

XII. Recreation Committee: We had an awesome time at the Christmas Party, the food was great, the kids were having such a great time. Thank You to Ralph Caruso for playing Santa. On 4/28/18 we will have our 5k for Pike Habitat for Humanity.

XIII. Budget Committee: will meet next week.

XIV. Roads: Speed humps are working, we plan to purchase more. The cost is about \$1000.00 each.

XV. Planning: The Compactors will be anchored down this week and Fencing Company will be coming and once that is done we can call for the final inspection.

XVI. Open issues

a) We are Looking for Volunteers for the Nomination Committee.

XVII. New business

a) None

XVIII. Adjournment Motion Made by Karen and 2nd By Lori *Motion Passed***Unanimously.**

President Karen DeMaio adjourned the meeting at 10:40am.

Minutes submitted by: Secretary Raymond Liebold

Minutes approved by: