

Minutes

POCONO MOUNTAIN LAKE FOREST COMMUNITY ASSOCIATION

WORKSHOP ZOOM Meeting

Thursday night-7 PM

November 19, 2020

Present at ZOOM meeting

Linda White, President

Julie Evcimen, Secretary

Cheryl Schweiker, Director

John Swift, Treasurer

Janet Wexler, Director

Don Hiorth, Vice President

Host: Cheryl Schweiker

BUSINESS

The Board discussed dues.

VP Hiorth stated that we need to establish a procedure for the collection of dues.

Treasurer Swift noted that the Board has been collecting dues for a year and a half now, and the procedure has been working fine. The process has been good-receipts, copies of checks, all entered in ledger. Treasurer Swift also noted that technically we are currently barred from collecting dues due to the stay that has been issued by the judge.

President White stated that the bigger issue is that right now there is no system formally set up for specific payment plans- whether or not residents can pay monthly, quarterly, etc.

The last time that residents paid dues to the "interim" board was for fiscal year 2018-2019- an amount of \$617.00. Per President White, the first invoice to be sent will be to residents who did not yet pay dues for 2018-2019. These accounts are past due.

All residents will owe dues for 2019-2020, once invoices are sent out in the future.

Treasurer Swift to refine current spreadsheet to reflect dues status, indicating those residents who owe dues of \$617 for 2018.

Oil Tank Disposal- Treasurer Swift noted that a company is coming on Monday, 11/23 to drain the oil tank. This will cost approximately \$190.00. The company may possibly also take the entire tank away.

Newsletter :

Directors Schweiker and Wexler agreed to each write a short bio/statement to be added to the upcoming newsletter. President White noted the the newsletter cannot be mailed unless the number of pages are reduced. The cost would be too high. olt es decided unanimously that the next newsletter will be sent via e-mail to the current resident distribution list, as well as posted unsocial media and the PMLF website. The Board is required to send out 4 newsletters per year to residents of the community, per policies and procedures document.

Holidays:

Director Schweiker proposed that we set up a Holiday Outdoor Lights contest in the community. It was agreed that Director Schweiker would make a flyer for BOD to approve, explaining the rules, prizes, and details of the contest.

President White discussed decorating the outside of the clubhouse with holiday decorations.

TOPS: it was decided that the TOPS program to stay with President White for now.

Insurance:Treasurer Swift spoke to insurance company on 11/19/20. He was told that he needs to file a new complaint and write the complaint against the Local Agent. Treasurer Swift will file this on his own behalf, in his own name.

The next workshop will take place on November 30.

This workshop meeting was adjourned unanimously.

Respectfully submitted.

Julie Evcimen, Secretary

CERTIFIED AND ADOPTED AT THE BOARD MEETING ON DECEMBER 20, 2020

Julie Evcimen

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