

Timber Hill Community Association, Inc.
Meeting of the Board of Directors
May 8, 2015

I. Quorum Count

A Timber Hill Community Association meeting of the Board of Directors was held on Friday, May 8, 2015 at 8 P.M.

The following **Officers** were present:

1. Barbara Canty, President
2. Warren Green, Vice President, arrived at 8:20pm
3. Dave Lovejoy, Treasurer

The following **Officers** were absent:

1. Yvonne Owen, Secretary –Unexcused

The following **Directors** were present:

1. Michael Doyle
2. Muriel Geiersbach
3. Ralph Pizzano
4. Stacy Koehler

The following **Directors** were absent:

1. LaTonya Jackson, Excused

The following **property owners** were present: 1

There being a quorum of 6 board members, the meeting was called to order at 8:10pm.

II. Minutes

Motion to accept the minutes of Board Meeting dated April 10, 2015

- ❖ Muriel Geiersbach- Motions
- ❖ Barbara Canty – Seconds
- ❖ 6 Yes, 1 Abstain – Dave Lovejoy

II. Report of Officers

Barbara Canty, President

I'm putting in my resignation at the end of the June meeting. I will invite Timothy Duncan to accept the president's position.

Warren Green – Vice President

No Report

Yvonne Owen – Secretary

Absent

Dave Lovejoy – Treasurer (See Attached)

April Report:

Interest:

Sweep Account	\$11.25
Capital Improvement	\$6.64
Money Market	\$0.02
Certificated of Deposit	\$3.23

Total interest on all accounts for April- \$21.14

Total expense for the month of April with transfers - \$26,006.34

Total expenses including all transfers from January – April: \$113,511.98

Community Dues as of 05/08/15: \$153,014.15

Reserve as of 05-08-15: \$17,915.00

Road Fee as of 05-08-15: \$46,411.95

Dues prior to 2015 as of 05-08-15: \$15,049.26

Tricia Nelson - Administration Report (See Attached)

- A. PayPal:** The president, VP, or Treasurer will not give their personal information, SS#, address, to PayPal. Close the account and rescind the initial vote.

Motion to rescind the vote to open a PayPal account and close the existing PayPal account

- ❖ Barbara Canty – Motions
- ❖ Warren Green – Seconds
- ❖ Unanimous

B. Collection Committee: The committee will not be voted in, there's no chairperson available at this time.

C. Flexible Business Services: We will vote to sign contract with Flexible Business Services LLC. We will not seek additional legal counsel. We will have Flexible Business Services LLC work with the board to add in a confidentiality clause.

Motion to sign contract with Flexible Business Services LLC with an attached confidentiality clause

- ❖ Barbara Canty – Motions
- ❖ Warren Green – Seconds
- ❖ 5 Yes, 2 No – Stacy Koehler & Muriel Geiersbach, who asked for legal counsel to draw up a confidentiality clause.

D. Reserve Study – See Unfinished Business

E. Pool Committee – There's nobody available to step into this chairperson position at this time.

F. Circus – Thank you for informing us

G. Tricia Nelson's Review – The review will not be discussed in a public. Barbara Canty will meet with her on 5-9-15

IV. Report of Committee Chairman

Rose Aumick, Events Committee –
No Report

Leo Henneberger, Road Committee
Absent

Vacant Chair, Hearing Committee- No Report

We don't have a chairperson, but Sheila and Lane are on the committee.

Vacant Chair, Pool Committee

Pool closed –Cate McCue resigned from the pool Committee Chair

Linda Siano, CAPP Committee (See Report)

Vacant Chair, Crime Watch – See attached

No active members

Everyone needs to just keep their eyes open. Contact the State police if necessary.

V. Unfinished Business

1. **Recommendations from Audit:** Barbara Canty will speak with Tricia Nelson on 5-9-15 As per Ralph Pizzano, we just need to acknowledge it was read.
2. **Reserve Study** – As per Ralph Pizzano, we only need to list a few items for reserve and can add to it at any time. List of items for reserve: Building, Sidewalk, Pool, Pool Filter, Cabana, and furnace

Motion to accept the list of items for the reserve study, being the building, sidewalk, pool, pool filter, cabana, and furnace

- ❖ Dave Lovejoy – Motions
- ❖ Barbara Canty –Seconds
- ❖ 5 Yes, 2 No –Stacy Koehler & Ralph Pizzano

3. **Road Fee** – We are waiting on Attorney Michelle F. Farley to respond. Have Tricia Nelson follow up on this matter.

VI. New Business

1. **CW Price Snow removal Contract:** ok to sign and not seek additional bids

Motion to accept CW Price's snow removal contract for the next three years

- ❖ Ralph Pizzano –Motions
- ❖ Dave Lovejoy – Seconds
- ❖ 6 yes, 1 no –Stacy Koehler wanted more bids

2. **Badge checker:** vote to hire Jorge, tabled for June board meeting. We will continue to accept new applications and will post an ad on Nextdoor and the Facebook page. If there are not enough responses, have Tricia Nelson place an ad in the Pocono Record.

Motion to post an ad on Nextdoor and on the Facebook page for Badge checkers and Lifeguards and if not enough responses, place an ad in the Pocono Record

- ❖ Barbara Canty – Motions
- ❖ Muriel Geiersbach – Seconds
- ❖ Unanimous

3. State farm Workman’s Comp

Motion to pay the State Farm’s Workman’s Comp policy is the amount of \$897

- ❖ Barbara Canty – Motions
- ❖ Dave Lovejoy –Seconds
- ❖ Unanimous

- 4. Secretary’s Position on the Board:** Send a letter to the current secretary, Yvonne Owen requesting the return of all association property and documents within 5 days of the receipt of letter. Please advise her that she is released from her secretary position due to more than 3 unexcused absences, but be sure to say thank you for her time and services to THCA. Have Tricia Nelson write a letter and mail to Yvonne Owen.

Motion to send a letter to the current secretary, Yvonne Owen, advising her that she is released from her secretary position due to more than three unexcused absences, requesting the return of all association property and documents within five days of the receipt of the letter and a thank you of her services to THCA

- ❖ Barbara Canty – Motions
- ❖ Muriel Geiersbach – Seconds
- ❖ Unanimous

VII. Open Floor

VIII. Closing Adjournment

Motion to close the meeting at 10:02 PM

- ❖ Barbara Canty – Motions
- ❖ Stacy Koehler – Seconds
- ❖ Unanimous

Minutes taken by Stacy Koehler, Director