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**LEISURE LANDS COMMUNITY ASSOCIATION**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**

**NOVEMBER 19, 2022**

**LOCATION OF THE MEETING:**

Whispering Pines Country Club

1445 Big Ridge Drive, EAST STROUDSBURG

PA, 18302

**Present at Meeting:**

**Raymond, Willard, Greg, Matt, Tracy**

**Absent from Meeting: Aida**

**Guest: none**

**A quarterly meeting of the Board of Directors of Leisure Lands Community Association, was called to order at 7:00pm on NOV 19th, 2022 at the above location by President Raymond Klein**

**AGENDA TOPICS:**

**I. Review and approval of previous Minutes**

Minutes of the previous Annual meeting was distributed or approved by those Board members present.

APPROVED BY \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SIGNATURES OF BOARD**

**II Consideration of open issues**

**Pres.Raymond Klein**, Called the meeting to order at 1:00pm

**Will**; introduced the agenda outline

**Roll Call of officers**: Ray, Will, Greg, Matt, Tracy

**Ray**. Moving on to the committee’s reports

**Presidents Report:** Ray reported, that due to work circumstances, Andre has decided to resign his board position. A motion had been made amongst the Board, and the decision was made to accept his resignation. He also explained the recent progress of our truck purchase and that the title sign over was imminent. Ray also stated speed limit, bus stop parking signs would be installed in the upcoming week

**Treasurer’s Report:,** Tracy gave the treasurer’s report, due to the lack of the Association having their own treasurer.

She reported that a vote to increase the road assessment fee from $275.00 to $325 per year had been taken and that the increase will begin next billing cycle. There also the suggestion for an increase in the price of all new resale certificates from the present $150.00 to $200.00, that should be made effective immediately and will be evaluated each fiscal year at budget time. Ray made the motion to increase the resale Certificate amount to $200.00 immediately. Willard 2nd the motion, all agreed. At this time, Tracy called for a vote to approve the 2022-23 budget, but then reserved the motion of a vote to update the number changes due to the recent increases in other areas. A vote will be brought to the floor at the next regular meeting of the Board on Dec. 15th 2022.

**Architectural Committee:** Greg reported ,that he has had a number of members ask varying questions about community problems such as the roads. He noted there were various contractors that were bringing outside materials into the community without providing the association with insurance certification. This along with the use of non-certified handymen for work around there homes. He suggested that any service wishing to do business within Leisure Lands Community, be required to provide the Association with proof of insurance, and certification of trade. This shall be relegated to the approval of the Architectural Committee.

Ray questioned Greg, if he had any information on a house for sale, that had previously been cited by the DCNR for soil contamination, and that it’s understood that the owner is trying to sell. He instructed the Architectural committee to look into it.

Matt has suggested that some kind of boxes could be assembled at the mailboxes to provide members with permit applications. Ray said Will and he have been discussing the same.

**Roads & Maintenance**, Will reported that another load of material has been delivered to the storage site to be used for repairing the road. It’s unsure if we will be able to provide any patches on the roadways due to the onset of inclement weather. The new signs purchased for Arrowhead, for use at the Bus Stop to keep the area for parking to the right side only. It is hoped that this will correct the chaos at that location. This along with the addition of speed limit signs throughout the community are expected soon. The new truck purchase, will provide an emergency back-up for snow emergencies, and to be used to transport tools and materials. The snow removal contract for the 2022-23 season has been signed, with the caveat, that some of the expense of materials may be transferred to road patch material in the spring if the winter is mild. AAF is planning on bringing a few loads of anti-skid material to our storage area for winter use, if needed.

**Social Events committee:** There was no representatives for the events committee, but Ray stated that their plans for the Dec 15th winter event were well underway.

**Old Business:**

**Airbnb :** Greg continues checking on the Airbnb’s, vrbo and short-term rentals, located within our community. He states these units need to me some very strict requirements and specification in order to operate legally. It is suggested that a letter be forwarded to the owners of these businesses requiring them to meet these specifications. Tracy suggests that the letter be sent registered mail. It was also suggested that Greg forward a list of all Airbnb’s and short-term rentals , along with their addresses, within the community, along with the afore mentioned letter, to Tracy for disbursement. Ray suggested that the same letter should be sent to all Realtors

**Reserve Funds**

**Ray** ,Aida & Will made their way to the bank where they transferred $27,000.00 from the emergency Reserve Fund, into our operating funds. This will help lessen the impact of the snow removal cost for this year. At the same sitting, Willard was made a third signer for the Association in the event one of the other two signers are unavailable.

**Games of Chance:** All that is needed to finish the permit process, is to send a check to the county and the Association will be able to provide 50/50 chances and Bingo, to help raise needed funds for the Community.

**Website**: We are still looking for a volunteer to take charge of the website, to allow us to make better use of it. At present, Tracy has been trying to understand the workings of the page, and Aida has been having problems with her own computer leaving the forward progress greatly lacking.

**DropBox:** A dropbox has been installed at the Mailbox location on Leisure Lands Drive. This addition should help improve contact between Members and the Association. Everyone is implored to use it.

**Unfinished Business**

The question was asked if or when the Association will have online payment plans for dues and assessments. The subject will be placed on the agenda for the next meeting.

It was that some members are stating they have no way to contact the Board. The Board recognizes that that every letter sent by the Association to the membership has a website address, an e-mail , and a telephone # **Will**, explained that he has canvased the Facebook pages for comments pertaining to the Board or Association, to ascertain the conscience of the community’s members. Here he found that some members were complaining or making derogatory remarks about the board. He observed that a majority of those who were making said comments, never attended meetings, have failed to contact the Board with any complaints or questions, since changes have been made within the board. It is noted there are numerous avenues to contact the Assn. Board or its Committee chairs.

Ray made a motion to adjourn the meeting at 1:46 pm Willard 2nd, all agreed.

**The 2022-23 Board of Directors:**

Ray Klein, Pres.

Aida Rivera, V.P.

Will Bush, Secretary

Greg Smith, Board Member {Architectural Chairperson}

Matt Hautz, Board Member

Recorded and transcribed by;

**Willard M Bush Sr**. , Secretary, LLCAI

BOARD MEETING AGENDA

1. Call to Order.

2. Approval of Minutes.

3. Reports.

a. Presidents Report

b. Treasurer's Report

c. Committee Reports

a. -Architectural Committee

b. -Roads & maintenance

c. Social events Committee

5**. Old Business**

a. Airbnb

b. reserve funds

c. Games of chance

d.Website

e. dropbox

8. Open Forum. During open forum, each attendee may address the board for up to three minutes. A director or manager may briefly respond to statements made or questions posed. Speakers must observe rules of decorum and not engage in other disruptive behavior. If a speaker is in the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rules listed at the bottom of this agenda.