

**2015 ANNUAL MEMBERSHIP MEETING MINUTES
WOODLANDS - CRANBERRY COMMUNITY, INC.**

Date: Saturday, November 7, 2015

Time: 1:00 P.M.

Place: St. Paul Lutheran Church (Fish Hill Rd.), Tannersville PA. 18372

Present:

Richard C. Weakland, President
Joseph A. Rosalia, Vice President
Mary Omelczenko, Board Member
Pamela Kuehm, Board Member
Kevin Kuehm, Alternate Board Member

Absent:

Glenn Van Gieson, Board Member
Charles McGauchie, Board Member

Also Present: Marilyn Lesoine, Administrative Assistant & Recording Secretary of NEPA Management Associates, Inc. approximately 20 members of the Association (does not include Board of Directors).

27 Proxies received via USPS & hand delivered & by facsimile.

CALL TO ORDER: Quorum—30% of the Members in good standing. A quorum has been met.

The meeting was called to order at 1:10 p.m. by Richard C. Weakland, President

APPROVAL OF MINUTES: November 8, 2014

Pamela Kuehm made MOTION to approve the Annual Meeting Minutes of November 8, 2014 as presented. Mary Omelczenko seconded the call. All in favor, None opposed. Motion carried.

PRESIDENT'S REPORT: Richard C. Weakland

Richard Weakland welcomed all to the Annual meeting – he thanks the Owners in attendance for taking time to come out to the meeting. He also invites all to partake in coffee, bagels & donuts – they are located at the rear of the hall.

Richard reports that Michael Omelczenko has stepped down from the Board of Directors. Richard thanks Mike for all his hard work and dedication to the Association for over the last seven years and tells the audience in attendance that thru his leadership the amount of delinquencies have been dramatically reduced, we are in solvent and fiscally sound financial shape, repairs and upkeep of the common areas have been completed and the retention basins are being maintained. Rich also compliments Mike on his understanding of the Covenants and the Rules & Regulations. It has been a pleasure to have served with you on our Community Board of Directors – you have made our Association a better place and we greatly thank you! Applause from the audience.

Should Owners need to register a complaint they should contact the Management office and place the concern in writing. We take complaints on a one to one basis with all

Owners to rectify the situation in a timely manner.

Rich asks the Membership present to refer to the Covenants of the Association should they wish to do projects around their homes. In some instances Board approval is required as well as Township approval.

Should any Owner have questions concerning the Covenants or need clarification please contact any Board member, visit our website or contact Marilyn at the Management office. The website is www.woodlands-cranberry.com Copies of the By-laws, Covenants as well as the Rules & Regulations can be found on the website. For Owners who do not have access to e-mail – you can contact Marilyn at the Management office for hard copies.

The speed limit is 25 mph in the Community. It is important and imperative that we all obey the speed limit.

Rich stated that parking along the roadway is prohibited. The roads are Pocono Township owned – they handle the road maintenance and the snow plowing. Should you leave your vehicle along the road side it could be damaged by the township trucks. If your having a gathering (Holidays are fast approaching) and cars are parked along the roadway – as long as they are removed in a timely manner it should be Ok. Recently I noticed a vehicle along the roadway, no license plates, I contacted Marilyn at the Management office who in turn contacted the Pocono Township police – the vehicle has since been removed. It is very important that if you see something – say something. The police thanked us for calling – cars like this could be abandoned or stolen.

We have hired a Contractor that inspects the four (4) basins and keeps them free and clear of debris. The contractor makes sure all the basin areas are clean to ensure proper drainage. He also maintains the front entrance of the Association –trimming and cutting trees and general upkeep.

Rich reminds the membership present that all Owners are responsible to maintain the culverts – they must be kept free and clear of debris. This ensures that the water flows freely. Do not push or plow snow into the culverts.

Rich references Article III, Item #12, Signs – No signs shall be erected, maintained or permitted to exist on any Lot, except for one standard two foot by two foot (2X2) “For Sale” sign and one standard “name and address” sign. The political signs should not be placed on properties within the Association. The township has regulations that these signs must be removed within ten (10) days of an election. Several members of the audience complained about the Realtor signs in the Community – unsightly, fallen down, covered with weeds, etc. Marilyn needs specific lot#’s of the signs – then she can contact the Broker of Record for that individual Realtor and get these issues resolved.

FINANCIAL REPORT: Richard Weakland & Marilyn Lesoine reported.

- a) Rich Weakland reports that Sal LaMantia has resigned from the Board of Directors as Treasurer. The Treasurer position is now vacant and needs to be filled. He thanks Sal for all his insight and dedication to the Association since 2007 – he was always willing to assist and clarify financial matters – Thanks Sal we greatly appreciate all you have done. Applause from the audience.
- b) 2015 - The year in review. Rich reviewed the Income & Expense statements for

the month ending October 31, 2015. The dues will remain the same at \$80 per year. We are currently under budget by \$3,722. Marilyn reviewed the Balance Sheet as of October 31, 2015. The General Operating account has a balance of \$6,074.44. The Basin Fund has a balance of \$11,107.65. The Capital Improvement account has a balance of \$1,049.66. The General Money Market account has a balance of \$10,555.18. The total cash on hand is \$28,786.93.

- c) 2016 Proposed Budget – Rich read by line item the new proposed 2016 budget for the Association. There were no questions from the floor. ***Pamela Kuehm made MOTION to approve the 2016 Budget as presented. Mary Omelczenko seconded the call. All in favor, None opposed. Motion carried.***

OLD BUSINESS:

- a) Basin Maintenance – Completed and discussed earlier in the President's report.
b) Entrance/Sign area Maintenance –Completed and discussed earlier in the President's report.

NEW BUSINESS:

- a) Election/Appointment of Board Members.
b) Nominations from floor – No Nominations from the floor. **Mary Wallens volunteers to become a member of the Board of Directors.**
c) Nominations submitted – No Nominations submitted.
d) Vote - Election Results – No election occurred. **Mary E. Weikel made MOTION to accept the current Board of Directors as presented. Michael Omelczenko seconded. All in favor, None opposed. Motion carried.**
The Board of Directors – an eight (8) member Board with a term of one year.

OPEN DISCUSSION:

Rich Weakland stated that the Board of Directors will meet in January for a Board meeting. Every quarter (3 months) the Board meetings are held at the Management office - 7164 Route 209 in Stroudsburg at 7pm.

Maria Ruggiero (Lot#154) would like more members to get involved – she asks Marilyn if we have all Owner's e-mail address'. Marilyn replies she has quite a few but most likely not all. Joe Rosalia invites all Owners to take a look at the website – please offer your suggestions, changes and input. The website has been initiated for the benefit of all members of our Association.

An Owner on Garden Court states the roadway is crumbling at the edge – he has placed a cone on the area.

An Owner complained about propane tanks – that they are unsightly – the Board will review this. It was mentioned that an Article states the tanks should be screened in and not be visible from the roadway.

There is an evident sewage smell coming from the house across the street from Lot#154 (this could become a health issue)– Marilyn to contact the Bank about this as well as the lawn not being kept in good condition – weeds abound and the lawn is overgrown.

Maria stated there seems to be a great deal of garbage strewn along Sycamore Drive. If someone sees who is dumping garbage or trash the Waste Authority of Monroe County can be contacted and the persons will be fined.

A discussion ensued about Gypsy Moth Spraying. The township has literature and several phone numbers for more information. Frank Benton stated the trees really got eaten up this year – Mary Omelczenko agreed – especially the tops of the trees. Mary Wallens questioned whether the spraying is safe for humans as well as animals. The Board will place Gypsy Moth Spraying on the agenda and do further research on this topic.

An Owner stated yard sale signs were nailed on his property. These signs are not permitted within the Association. There is no township ordinance for yard sales as there is in other Municipalities.

Currently there are at minimum five different garbage contractors that service the Woodlands – a letter should be sent to Owners to return their cans, totes promptly back to their residence after garbage is picked up. Garbage should be placed in a container – sealed – not just in a garbage bag loosely tied. Bears and raccoons have been displacing garbage all over the place.

An Owner asked about Rentals. The Board requires a tenant registration form to be filled out by the Owner and the Tenant. This ensures the Tenant has a copy of the Rules & Regulations. Should a tenant violate any of the Rules – the Owner is responsible for their actions and fines could be imposed.

All animals are required to be kept on a leash. No animal is allowed to roam free in the Association.

A discussion ensued about gun shots and the areas where the shots were fired. There is no hunting allowed within the Community. A few years ago the Board placed No Trespassing and No Hunting signs along the perimeter of the Association. It was determined to revisit this and if necessary replace signs or put up new ones.

Rich Weakland, President thanked all in attendance for their input today and appreciated them taking time out of their day to attend –he as well as the Board of Directors appreciates all the comments, suggestions and input. Before you leave please help yourself to the refreshments located at the back of the hall. Thank you again!

ADJOURNMENT:

John M. Anzivino, Lot# 101 (362 Sycamore Drive) made MOTION to adjourn at 2:28 p.m.
Thomas A. Miller, Lot#102 (368 Sycamore Drive) seconded. All in favor. Motion carried.

Prepared and Respectfully submitted by:

Marilyn Lesoine

NEPA Management Associates, Inc.