

**Masthope Mountain Community
Board of Directors Meeting
October 19, 2019**

Transcriber: Kelli Myers
Property Owners Lounge

8:31 AM Meeting called to order and Pledge of Allegiance said.

Roll Call: Present Gerhard Buhler, June Murphy Carrozza, Bruno de Vinck, Anthony Falcone, Jim Fox, Herman Matfes, Ed McClary, Foster McCoy, Rich Neidkowski, Eugene Principe, and Peter Torchio

Bruno asks for the approval of the Agenda. June stated that she has an item for New Business. There will be a motion to add a new member to the Audit Committee.

The Agenda was approved unanimously.

Bruno asked for the approval of the Minutes from the September 23rd, 2019 Board of Directors Meeting.

The Minutes were approved unanimously.

Treasurer's Report- for period ending September 30th, 2019-Gerhard Buhler-see attached.

Anthony asked about the drop off for the Summit. Randy responded that the sales go down by 2/3rds in September. It is the beginning of mud season. The same happens at the Marketplace. Eugene asked about the expenses for the Summit. Staffing is an issue in the down time. We need to try give staff hours during the down time. Randy explained that there was still an increase in sales. Treasurer's Report was approved unanimously.

Correspondence Report-June stated that there were 4 different pieces of correspondence. The first piece of correspondence was asking why the Ski Contract amount went from \$70,000 to \$50,000. The response was to offset the insurance costs that Ski incurs. The second piece was about putting bike racks at the bus stop so children can ride their bicycles to the bus stop. June stated that this would pose a safety issue for the kids. The third piece was from Maria Porter regarding the Audit Committee. Unfortunately, Masthope lost a valuable member to community, Rich Little. He was an asset to the Audit Committee. The committee is now in need of another member. The fourth piece of correspondence was from Mike Seyfried asking for clarification on the new ECC Committee that was formed. June responded to Mike's questions.

Bruno called for Committee Reports

- a. Ski & ATV-Randy stated that the ski employees are on the mountain in full force. Lift inspection is scheduled for November 5th and 6th. Ski does their own pre-inspection of the lifts. The snow making equipment is getting put in place. The

- ski office is open for business. Anthony asked if they are doing the same as last year with one sticker for skiers and one for non-skiers. June added that with both stickers, there are discounts given at various local businesses. Randy answered yes and explained that it is the Pass Perks Program. Gerhard asked if the snow making pond was low. Randy answered that the depth is similar most years. The spring that feeds the pond is flowing. Randy and Ron Schmalzle added that they do exercise the valve on the dam that feeds into the snow making pond.
- b. Audit-Maria Porter-The Committee met with Christine from the Marketplace and feel that she is doing a great job. The Committee will be meeting with her again. They are going to focus on computer programs and reports that are available for her use. Randy added that the laptop Christine uses is having difficulty accessing reports that she works with in the Marketplace. We are working with Chris Marshall to correct this from being so cumbersome. We will be doing some hardwiring since the WIFI could slow matters down also. The Market is short staffed, and Christine's time is limited. She is a working manager and is doing a great job.
 - c. Strategic Plan-Rose Perrotti explained that the first phase of the survey is over. The Committee will be looking over the responses, then reporting back to the board with their findings. Then a synopsis will go out to the membership with the findings. The committee is looking for new members. The committee needs to address the focus of the committee moving forward. Anthony asked how the committee is getting candidates to fill the spots. Rose explained that it is advertised. June explained that years ago there was a volunteer committee. That committee actively went out looking for new volunteers. Ed asked for Rose to forward the result link to the board for review. Rose would look into that. Gerhard asked how many members they were looking for. Rose explained that there are currently six on her committee.
 - d. ECC-Peter Torchio-see attached. Gerhard asked if there were any building trends. Peter stated that it was steady. Randy added that the new home spike has slowed down. He continued that Masthope is still a very strong community with builders and realtors. Both have been touring the community with prospective buyers. The home values in Masthope are on the rise. Discussion continued.
 - e. Westcolang Lake Association- Gerhard Buhler- The committee meets tomorrow at the Beach House. An item on the agenda is to do a fish study on the lake. Some feel that they don't see as many fish as they had in the past. Aqualink will come in and do a visual inspection of the fish and check for any present parasites. This will be discussed tomorrow at the meeting at 10am.
 - f. Documents-Gerhard Buhler-The committee was reviewing the ATV reclassification section and fine schedule in the rules and regulations. An idea that was addressed by the committee was to not allow ATVs at Riverpark since the only way to get there is to travel on a township roadway and that is illegal. Randy explained that one option could be creating an ATV trail to Riverpark. He explained how Masthope acquired some properties that would make this possible. Discussion continued.
 - g. Fire Prevention-Jim Fox-Some areas are at a low fire risk and some are at a moderate status. He urges to use caution when burning.
 - h. Beautification-Leatrice Langer- She explains that Tom and maintenance will be removing some dead trees in the community. She continued that the committee is on a brief hiatus.

- i. Ski RFI/RFP-Ed McClary-Hiatus.
- j. ID Pass and Rental Policy-Gerhard Buhler-The Committee is looking for new members. The Committee lost some of its members. There are five members and that is enough to start working. He will send out an email with tentative meeting dates.
- k. Amenity-Anthony Falcone-Nothing to report.
- l. Technology-Herman Matfes-The Committee has narrowed their action items. One main goal is to enhance property owners' experiences and lowering costs. The Committee has been doing a technology inventory. Their findings are that the technology being used is antiquated. They have spoken with Chris Marshal (the community's IT representative). The community's technology needs updating. Discussion continued.

President's Report-June Murphy Carrozza-Things are quiet on the mountain. The General Membership Meeting is coming up. There is the vote on the ski contract.

Manager's Report-Randy Schmalzle-see attached.

A brief discussion ensued regarding rentals and rulings for townships. Ron and Randy both stated that they feel that it will be decided by the communities whether to allow short term rentals. Short term rentals are a national concern.

Old Business:

DMAP-Peter stated that he gave out 44 permits. There are 6 left. He will give out doubles to owners in the community. 3 harvested deer have been donated to local food pantries.

New Business:

Budget Committee-Gerhard explains that the budgeting work begins now. There will be a motion for a new member, Rosemary Roser.

There are three projects to be done at the lodge and restaurant:

1. The kitchen floor needs new epoxy
2. New draperies in the Summit/property owners lounge
3. New chairs and tables in the property owners lounge

Eugene asked what type of tables. Randy explained that they are looking at long rectangular tables like in the lodge. It would allow more seating and efficiency. Randy continued that they are going to purchase the same chairs as downstairs. Discussion continued about the tables and chairs. June asked how this would be funded. Gerhard and Randy answered that all three of these projects would come from the lodge loan surplus. Anthony would like information on the draperies. Would it cover the view of the mountain? Randy explained that it would open and close to cut the glare. The board asked Randy to look into this in the past specifically because of the glare. Gerhard added the functionality of opening and closing the curtains makes sense. Anthony disagrees with any window treatment covering the view of the mountain. He continued that the tables could be moved to avoid the glare. June asked about the new drapes in the room. Randy stated they were temporary. June asked if they could see what they are proposing on the windows in POL. Transparent shades were suggested. Ed

added that he feels that the drapery would make the room look nicer. June agreed on draperies but was concerned shades would not hold up. The reason they had draperies was to block the ventilation systems behind those curtains and to black out the room for movie night. Discussion ensued. Anthony asked if that piece could be removed from the estimate. Randy answered that yes, he could have it requested.

Property Owners Time:

Joyce Pace 528MR-She explained that she works at the fitness center. There is a heating and air conditioning issue. Randy will look into situation.

Mike Seyfried 157MR-He has had a discussion with June regarding the new ECC Appeal Committee. He asked if there is an SOP in place for the committee and its limitations? Randy explained that the ECC Committee decides what is permissible or not. If one does not agree with the decision, then the member would go to the new committee to apply for a variance. Further explanation was given.

Karen Spano 544FW-She stated that the stairs at the dumpster are still dangerous. Randy will get this taken care of for property owners.

Jerry Ferraiuolo 861RF-He asked if the rental building has separate utilities from the lodge. Randy answered that it is all on one meter. Masthope pays for the utilities. Jerry asked about having a craft fair Thanksgiving weekend in the lodge. Ron and Randy explained that ski could be open. Randy continued that they could look into it again.

Mike Seyfried 157MR-Regarding ATV operators, why can't Masthope take away the operators' privileges if caught on a state road? Masthope has no authority outside of the community.

Jerry Ferraiuolo 861RF-He feels that we need more aggressive techniques to recruit volunteers. He suggests creating a volunteer committee again or put an individual in charge of searching for new volunteers.

Leatrice Langer 458MR-She has been asking for new draperies for years in the lodge. It is important for the appearance of the room.

Mike Seyfried 157MR-Regarding the poles at the mailboxes, he would like them removed. He feels that they are a safety hazard. He stated that he thought it was awful for a builder to pour foundation and not continue to build. Randy answered that there is a timeframe upheld or the builder will be fined.

Anthony addresses the drapery issue again. Eugene asked for more clarification. Randy explained that the one side would have shades and the one side would have drapes. June asked to see what they look like. She clarified that the one side would be blinds. Randy explained that they are translucent blinds. June is concerned about the blinds being damaged by kids playing with them. Anthony is asking the board to leave that one section that overlooks the mountain be left alone. Discussion continued about the motion that would be presented.

MOTION 01:10:19:19

Whereas, the members of the Budget Committee need to be confirmed.

Therefore be it resolved that the Masthope Mountain Community Board of Directors confirms the following property owners to serve on the committee: Stacey Bogdanski, Tom Carasiti, Foster McCoy, Rosemary Roser, Randy Schmalzle, and Gerhard Buhler as the committee chair

**FIRST: GERHARD BUHLER
SECOND: BRUNO DE VINCK
MOTION PASSES: FOR 10, AGAINST 0**

MOTION 02:10:19:19

Whereas the tables and chairs in the property owners lounge need replacement.

Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the purchase of 18 folding tables, and 80 banquet chairs for the property owners lounge, at a cost not exceeding \$4,500, to be paid from the lodge loan surplus.

**FIRST: ED MCCLARY
SECOND: GERHARD BUHLER
MOTION PASSES: FOR 10, AGAINST 0**

MOTION 03:10:19:19

Whereas the epoxy floor of the Summit kitchen is in need of repair and resurfacing,

Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the repair of the epoxy floor at a cost not exceeding \$20,000 and to be paid from the lodge loan surface.

**FIRST: BRUNO DE VINCK
SECOND: HERMAN MATFES
MOTION PASSES: FOR 10, AGAINST 0**

MOTION 04:10:19:19

Whereas there is a need for an additional member to fill a vacancy on the Audit Committee and whereas we have received a recommendation from the committee chair, Maria Porter

Therefore be it resolved that the Masthope Mountain Community Board of Directors appoints Frank Mangan to fill the vacancy on the Audit Committee.

**FIRST: JUNE CARROZZA
SECOND: HERMAN MATFES
MOTION PASSES: FOR 10, AGAINST 0**

It was decided that the original motion for window treatments would be voted on and then one motion would be created to leave the window overlooking the mountain to be left alone.

MOTION 05:10:19:19

Whereas the window treatments in the property owners lounge are in bad shape and need replacement and whereas the windows between the Summit Restaurant and the lodge main floor need additional draperies,

Therefore be it resolved that the Masthope Mountain Community Board of Directors approves the purchase of draperies for the property owners lounge and the Summit Restaurant divider not exceeding \$12,000 and to be paid from the lodge loan surplus.

FIRST: GERHARD BUHLER

SECOND: ED MCCLARY

MOTION PASSES: FOR 10, AGAINST 0

MOTION 06:10:19:19

Whereas the rear windows of the property owners lounge do currently have insufficient light control,

Therefore be it resolved that the Masthope Mountain Community Board of Directors approve to include the property owners lounge rear windows in the replacement window treatments project.

FIRST: ED MCCLARY

SECOND: JUNE CARROZZA

MOTION FAILS: FOR 5, AGAINST 5

Open Session Adjourned 10:36am

Executive Session began: 10:46am

Executive Session Adjourned: 11:05am

Open Session began: 11:15am

Open Session Adjourned: 11:16

Treasurer's Report for Period Ending September 30, 2019

Unaudited

Collections - YTD

	Sep 18	Aug 19	Sep 19
Total	2040	2038	2036
Billable	1742	1718	1716
Paid in Full	1471	1434	1466
Percent	84.4%	83.5%	85.4%
Outstanding - Lots	271	284	250
Outstanding - Dues	\$276,800	\$316,872	\$254,000
Total Bad Debt Lots	53	31	31

Unrestricted Income and Expense - YTD

	Sep 18 YTD	Aug 19 YTD	Sep 19 YTD
Revenues to date	\$2,495,557	\$2,589,342	\$2,643,062
Expenses to date	\$1,162,983	\$979,693	\$1,169,007
Net Surplus (deficit)	\$1,332,573	\$1,609,650	\$1,474,054
Margin (Net/Revenue)	53.4%	62.2%	55.8%

The Summit - YTD

Revenues to date	\$730,692	\$723,549	\$807,670
Expenses to date	\$695,085	\$667,978	\$760,925
Net Surplus (deficit)	\$35,607	\$55,570	\$46,745
Inventory	\$30,977	\$36,555	\$33,033

The Market Place - YTD

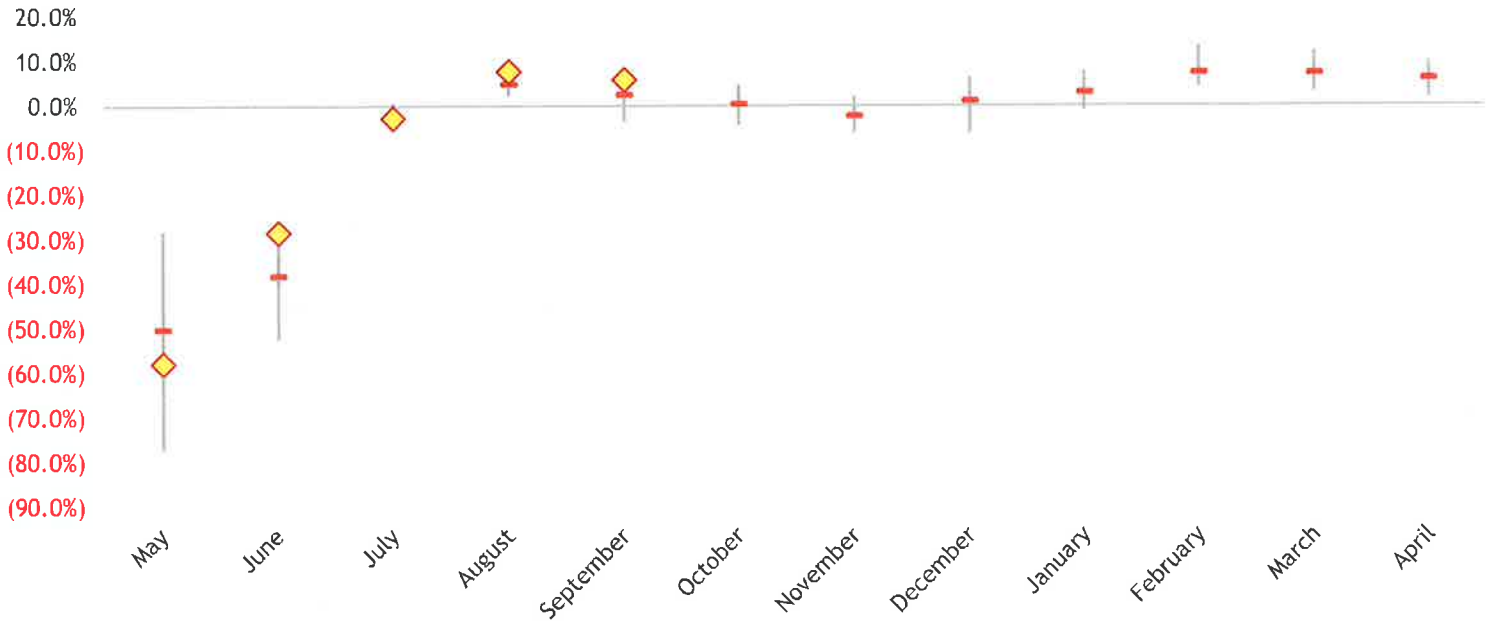
Revenues to date	\$225,251	\$226,399	\$262,015
Expenses to date	\$240,573	\$216,455	\$254,562
Net Surplus (deficit)	(\$15,322)	\$9,944	\$7,453
Inventory	N/A	\$10,805	\$12,706

Summit/Market Net Surplus (Deficit)

	\$20,285	\$65,514	\$54,198
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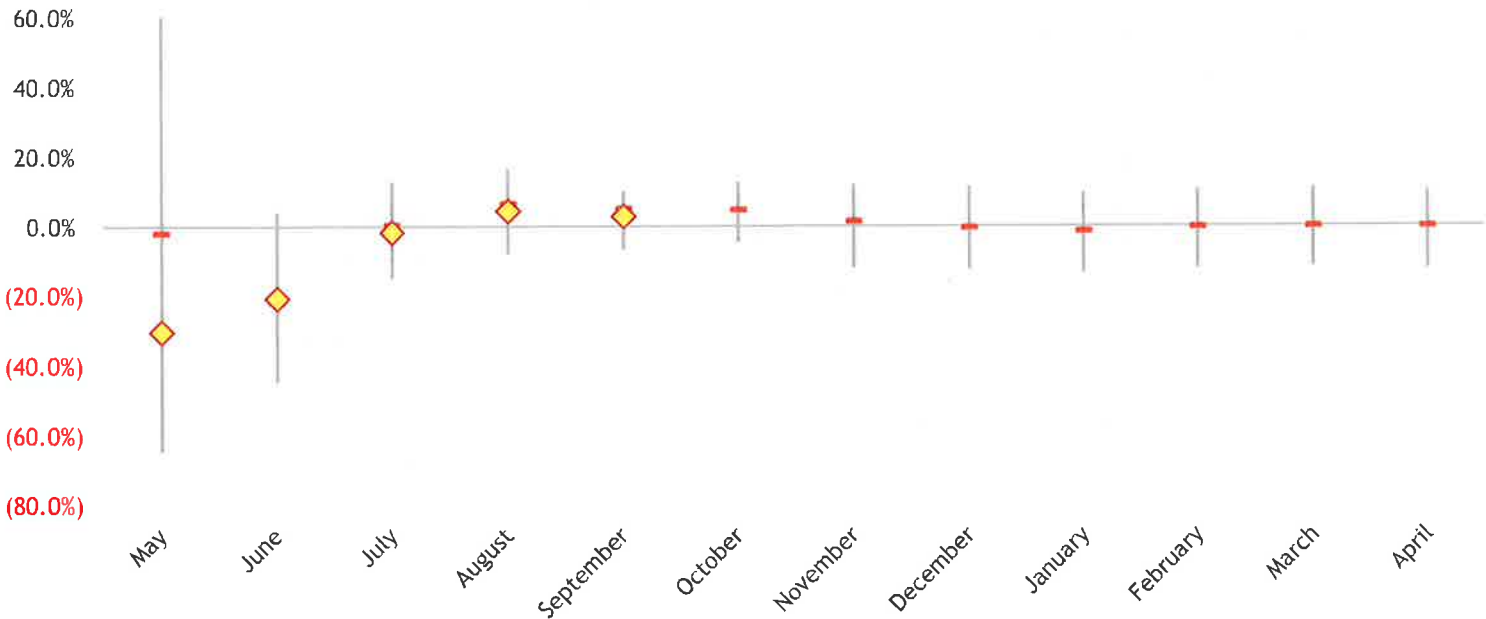
SUMMIT CHART - YTD MARGIN

High Low Average Current



MARKETPLACE CHART - YTD MARGIN

High Low Average Current



	NEWH	H	ADDITION	DECK	GARAGE	SHED	SIDING	ROOFING	TREE	BURN	PAINT/STAIN	SIGN	LANDSCAPE	DRIVEWAY
Jun-18	0	0	6	0	1	0	2	17	8	11	3	0	25	
Jul-18	2	2	2	2	2	0	1	16	8	11	4	0	13	
Aug-18	1	1	3	0	3	2	1	10	5	6	12	0	10	
1-Sep	4	1	0	6	4	0	0	4	11	4	2	0	5	
18-Oct	1	0	0	5	2	1	4	10	4	2	1	0	8	
Nov-18	1	0	2	1	1	0	0	3	7	3	9	0	1	
Dec-18	2	0	0	0	0	0	0	1	0	0	8	0	3	
Jan-19	2	0	0	0	0	2	2	3	3	0	2	0	1	
Feb-19	3	0	1	1	0	0	1	0	0	1	9	0	1	
Mar-19	9	1	0	0	0	1	3	5	4	0	2	0	1	
Apr-19	0	2	0	3	0	2	2	9	9	4	4	1	0	
May-19	1	3	2	3	0	0	3	10	5	8	8	2	7	
Jun-19	1	3	5	2	2	2	8	8	11	16	4	0	17	
Jul-19	3	3	5	4	0	1	4	10	7	11	3	1	0	
Aug-19	1	0	2	1	3	0	2	10	9	15	2	0	14	
Sep-19	1	0	6	1	3	0	2	10	9	7	8	2	5	
Oct-19	0	0	1	1	0	1	3	9	2	1	3	0	8	

Managers' Report

October 19, 2019

Projects:

1. Top of Mtn – Final grade and seeding in the fall
2. Road work has been started and will be completed this month.

Public Safety

1. Community has been quiet.
2. Winter Staffing has been hired.

Maintenance

1. Surplus equipment – Three items to be listed next week.
2. Work completed at Mailbox area.
3. Fall clean up continues.
4. Lodge painting and maintenance continues.
5. Truck preparation for winter continues.
6. Docks to be pulled in next couple of weeks.

Food and Beverage

1. Oktoberfest was a great success. Thank you, volunteers.
2. Soups and hot food available in Market.
3. Staffing search continues.
4. New fall inventory in Market.

Administration

1. Final payments for payment plan are due.
2. Reminder for fall clean up and culvert cleaning.
3. Watch for trunk or treat and Halloween Ball.
4. Ski stickers available in office.
5. Ski swap will be on November 23rd
6. GMM November 9th.
7. Toy drive for the holidays for the Zipper Junction Project.
8. Fall hours – Office closed Tuesday and Wednesday.
Sunday 9-1, Monday, Thursday, Friday and Saturday 9-4.