

**Masthope Mountain Community
Board of Directors Meeting
July 25, 2020**

Transcriber: Kelli Myers
Teleconference

8:31 AM Meeting called to order.

Roll Call: Present Gerhard Buhler, June Murphy Carrozza, Bruno de Vinck, Anthony Falcone, Jim Fox, Tom Garrity, Herman Matfes, Foster McCoy, Chris Pisani, and Eugene Principe.

Absent: Ed McClary

Bruno thanks Maria Porter for serving on the Board. He welcomes the two new board members: Tom Garrity and Chris Pisani. Bruno explains that there is a lot of activity on a regular basis between board members and management.

Bruno asks for the approval of the agenda. He added in the motions for new members to the Strategic Planning Committee and the Audit Committee and the memorialization of electronic motions.

The agenda was approved unanimously.

Bruno announced that there will be an Executive Session following the Board Meeting on legal matters.

Bruno asks for the approval of the June 22, 2020 Minutes. Minutes were approved unanimously.

Treasurer's Report- for period ending June 30, 2020-Gerhard Buhler-see attached.

Eugene asks if food and beverage department is making enough sales. Gerhard explains that it is getting tougher since capacity has been reduced to 25%. Randy added that the managers are watching staffing, inventory and trying out some new promotional ideas. All restaurants are struggling right now. June asks if liquor sales are affected. Randy answered yes due to more restrictions. A patron must purchase a meal to be able to have an alcoholic beverage. This shut down our beverage service to the pool. We expect some regulations to be relieved at some point. The 25% capacity was an unexpected mandate. The Summit is going to be creating a micro menu. Chips and pretzels are not considered a meal to allow the purchase of an alcoholic beverage.

Treasurer's Report was approved unanimously.

President's Report-June Carrozza-See attached.

Manager's Report-Randy Schmalzle

Road bid packets were sent out and are being advertised. We held back some funds from the road project to address some drainage issues in the community. One of the problem areas is Karl Hope Blvd and another on Upper Independence. The drainage issue on Lower Independence is being taken care of in house. Management is continuing to look at another water issue on another part of Karl Hope Blvd. The pool project is underway. We are on the Township's Planning Commission Meeting Agenda for August 5th for conditional use. We have met with engineers on site. We have reviewed a site plan. Monday they will be meeting with a pool contractor to develop pool bids. There have been several phone interviews with splashpad companies. We contacted the LCB to start the process to expand our liquor license to include the proposed service bar area. There will be more information available at the August Board of Directors' Meeting. The bank loan refinancing is moving forward.

Department reports: Fitness is focused on outdoor activities. He thanks Annette for her efforts with the outdoor activities. Public Safety reported that there are more people in the community this summer. There are more homes occupied than normal. 70 people participated in the ATV training course. He thanks the volunteers that helped with the class. Public Safety is reviewing the community video system. We will be updating and getting more monitoring equipment. The new public safety vehicle will be here soon. It was delayed due to Covid. Lake and pool have been busy. We are requiring wristband returns when people leave the facility so that someone else may enter. Face coverings are important, and we require they be worn when you are on the move. Lake and pool usage numbers have been given to the board for review. 4 new kayaks were added to our fleet at the beach. 2 new peddle boats will be arriving soon. The delay is again due to Covid. Food and beverage departments are following the governor's guidelines. The POC is operating with limited access. Property values continue to rise. In June and July there were over 50 resale packets requested. The Hummel property purchase is almost completed. The property acquisition near the fitness center is nearing completion as well. Maintenance is focused on the cleanliness of the community to keep our members safe. Recycling has started again at the compactor area. Randy thanks the members for abiding by the recycling guidelines.

Anthony asks what the resale packet is. Randy explains that the packet is required by law to be given to the buyer at closing. It contains the community's governing documents. June asked if Masthope's property is actively been shown. Randy stated yes, it is, and this will be discussed in Executive Session. Jim Fox added that we were one of the last counties to go green and he does not feel what the governor did was fair to business owners. Bruno thanks management for doing a great job. He feels the community looks great. Randy thanks the volunteers that maintain the amenities such as Remembrance Pond. They volunteer without being asked. They do a great job.

Correspondence-See attached.

Herman thanks Cedric for his assistance with rewiring sound equipment for future meetings.

Document Review Committee-Gerhard Buhler- There are two motions to go before the Board. One addresses the handbook and one is to clarify that there are now 2 different appeals committees. The latter will result in a community vote in November on an amendment to the Bylaws.

Strategic Planning Committee-June explains that the survey results will be posted online. (Part was inaudible)

Fire Prevention-Jim Fox-Smokey is getting new decals. He thanks Tom Thompson for his assistance.

ID Pass and Rental Review Policy Committee-Gerhard explained that the committee report to the BOD has been submitted over a year ago, February 2019. One key item in the report was how to move forward with grandfathering. A proposal submitted to the Board is suggesting to have a community vote on a Bylaws amendment that would replace grandfathering with a sunset period. In addition the proposal suggest to overhaul the community's database when the new pass system is in place. Due to the fire at the lodge in 2005, most property owners' documents were lost. Once both of these items are in place it would bring us closer to having one class of membership as dictated by our governing documents. June added that if members would like to bring up their current deeds to the office now, they can. Bruno asked if this primarily refers to owners prior to 2005. June added that this applies to anyone that has had a deed change. Randy explained that it would be beneficial to have updated information on our owners so our numbers could be more accurate. (i.e. To remove anyone that has passed or if someone doesn't use their property owner's id any longer, we could delete them from the pass system). Gerhard is asking for Board approval to have the Document Review Committee work on drafting the Bylaws amendment, with a goal to have it ready for the March 2021 General Membership Meeting. The Board approved and agreed with the overall approach.

Technology Committee-Tom Brown-The phone project is close to completion. The ID pass system is still being reviewed. They are hoping to get this in place for mud season to begin converting to the new system. They are looking at community software as well. Herman is looking into website updates also. They would like it to include an owner's portal. June would like Herman to make the website his priority. Discussion continued.

Gerhard stated that the next meeting of the Westcolang Lake Association will be the beginning of August.

June asked if we could put the Westcolang Lake study online. Yes, it can go online.

New Business:

There are the motions for the new committee members.

Pool Usage Numbers-Randy-He sent the board the comparison numbers from this year and last on the lake and pool usage. Weekends are high and the weekday numbers are lower. Some odd days during the week are high. Seems to have no pattern as to why there are high numbers on some days. The community is being utilized by more of the property owners now. He does not have a recommendation at this point. He compares some dates. If we open to short term renters and guests this would impact homeowners substantial on some days, especially weekends. Anthony feels that the board needs to decide today. It has been a difficult decision to make to not allow guests and short-term renters. We did institute wristband give backs. He feels that they need to look at different situations such as babysitters for working owners with children. He suggests maybe allow 2 guest passes. Bruno stated that would run the risk of homeowners being turned away. Gerhard asked if we have data on the number of days that we hit maximum capacity. Randy stated that there are definite days when

we have hit capacity but not often have members been turned away. The wristband give back has helped. Randy continued that the office would have to inactivate 2 guests passes per property. Anthony would like to find a solution for the membership. Discussion continued about multiple scans at an amenity, waiting in line 45 minutes prior to a session, and white wristbands. Anthony explained that if nothing changes today, you could assume that nothing would change for the rest of the summer. Randy suggests after reviewing the numbers further that they could allow guests and short-term renters Monday-Thursday, no guests or short-term renters Friday-Sunday or holiday week. It is possible that a homeowner may get turned away. He would also like to see single access to be instituted. Anthony thanks Randy for having this conversation with possible options. Anthony is speaking out for some of the membership that have voiced their opinions to him. Gerhard states that he does not want to have property owners turned away due to a facility being at the allowed maximum, while guests and short-term renters got access. Herman agrees with Randy's suggestion based on the numbers. June asks if we could reserve spots at the pool and beach. Randy answered that this would be a nightmare. This is the situation at the stables, and it is difficult. Bruno would like to leave things as is and have a special meeting if deemed necessary.

Anthony reads the motions.

June has a question regarding the motion to purchase microphones. She asked if the recently purchased microphones are not going to be used. Herman answered that those purchased prior are for smaller meetings. They do not interface with the sound system in the lodge. She asked if we could decrease the number of microphones requested to purchase in this motion. Herman stated that it could go down to 6 rather than 10. The point was to avoid sharing the microphone. Herman clarified that these microphones are like the ones we use now for the General Membership Meetings. Discussion continued. The Board agreed to purchase the new microphones but reducing the order to 6 units.

Property Owner's Time:

Peter Steiner 531FW-He has a question about the decibel level for ATV's. He feels that the noise is getting out of control. He would like the decibel level to be lowered. Randy and June have talked about this earlier in the week. They were looking into buying decibel equipment. Management needs to make sure that the ATV's have not been modified. They will do this going forward.

Kim Jarboe 677FW-She would like to see the tables at the beach cleaned. She has been there the past 2 weeks and doesn't feel that they were cleaned at all. She continued that she is concerned about the weeds in the lake. June explains that Aqualink has sprayed for vegetation in Westcolang Lake this year. Randy answered that the tables will be cleaned, and he apologizes for any inconvenience.

Karen Spano 541FW-She became aware that homeowners feel it is ok to break rules. Some feel public safety is doing a good job and some don't. She would like to know how many citations went out for the 4th of July weekend for illegal fireworks. She continued that Masthope used to publish the number of citations written and what they were for. She would like to see that begin again. Randy does not know the number of citations written for fireworks however the officers were very busy over that weekend. Our public safety is out there and doing a good job. He does not feel that it is effective to publish the number of citations. Some view that as a way that the community makes money.

Lou Bell 347FW-He stated that he is satisfied with the pass policy in place. He thanks the Board and Randy for a job well done. He asked if the pool project motion passed. June answered him yes it did.

Joe Kosiba 213FW-The Board needs to be careful with grandfathering. He mentioned that there are other items that have been grandfathered besides property owner passes. He asked what happened to the money that was designated for the pool deck expansion. Randy answered that the Board will be looking at all aspects of grandfathering in Masthope. He explained that the money designated to the expansion is not used that way, it will go up for a membership vote to see where the funds would now get applied. Gerhard confirmed that it will go back to the community for a vote, it is not used as originally planned.

Jerry Ferraiuolo 861RF-He was asking about the culvert on Upper Independence. Randy answered that maintenance is working on it.

Michael O'Connor 283MR-June mentioned that there are special considerations for the guest passes. He explained that his son's live in long-term girlfriend can no longer use the guest passes. Randy advised him to contact the POC Office. There are criteria in place for live-in significant others.

Steve Smrek 289MR-He is thinking about ski season and was wondering if they could get one or two more wooden racks near the brick wall and one or two benches that one could sit and put one ski boots. Randy answered yes, they can look into this.

Karen Spano-She stated that there is nothing that someone won't complain about. How do we know public safety is doing their job without publishing citations? Are we getting our money's worth? Randy stated that he will take this into consideration.

MOTION 01:07:25:20

Whereas the Masthope Mountain Community Board of Directors and Members approved the addition of the Environmental Control Appeals Committee (ECAC) as a standing committee in the Bylaws, and
Whereas the Document Review Committee proposes an update to Handbook Section XVII.D to align environmental control appeals procedures with the new committee

Therefore be it resolved that the Masthope Mountain Community Board of Directors approve a motion accepting the Document Review Committee's proposed changes to Handbook Section XVII.D whereby updating environmental control appeals procedures with the new appeals committee

**FIRST: FOSTER MCCOY
SECOND: GERHARD BUHLER
MOTION PASSES: FOR 10, AGAINST 0**

MOTION 02:07:25:20

Whereas the Masthope Mountain Community Board of Directors and Members approved the addition of the Environmental Control Appeals Committee (ECAC) as a standing committee in the Bylaws, and
Whereas the singular use of the term "Appeals Committee" in either Bylaws or the Declaration of Covenants may now refer to either the ECAC or the regular Appeals Committee, and
Whereas therefore the Document Review Committee Proposes an update to Bylaws Article I.D.1 and Article V.A to further clarify the use of multiple appeals committees

Therefore be it resolved that the Masthope Mountain Community Board of Directors approve sending the proposed amendments to the Bylaws for a vote by the membership.

**FIRST: TOM GARRITY
SECOND: GERHARD BUHLER
MOTION PASSES: FOR 10, AGAINST 0**

MOTION 03:07:25:20

Whereas the Strategic & Facility Planning Committee, is a standing committee per the bylaws of the Masthope Mountain Community, with a minimum 6- maximum 10 members
Whereas the community has been actively looking for volunteer members to join the Committee,

Therefore, be it resolved that the Masthope Mountain Community Board of Directors appoints Dana Diver and Katherine Matfes as new members of the Strategic & Facility Planning Committee, making the 6th and 7th member (not including the chair).

**FIRST: JUNE CARROZZA
SECOND: BRUNO DEVINCK
MOTION PASSES: FOR 9, AGAINST 0, ABSTAIN 1**

MOTION 04:07:25:20

Whereas the Audit Committee, is a standing committee per the bylaws of the Masthope Mountain Community, with one chair and minimum 3 and max of 7 members. A financial background is preferable

Whereas the community has been actively looking for volunteer members to join the Committee, and Susan Costomiris has resigned

Therefore, be it resolved that the Masthope Mountain Community Board of Directors appoints Vincent Abbatiello as the 3rd member of the Audit Committee.

FIRST: JUNE CARROZZA

SECOND: EUGENE PRINCIPE

MOTION PASSES: FOR 10, AGAINST 0

MOTION 05:07:25:20

Whereas the current COVID situation has demanded increased social distancing and safety requirements and

Whereas the current PA system lodge **system currently limits the quality of community participation and safety of in person meetings**

Therefore, be it resolved that the Masthope Mountain Community Board of Directors approves the purchase of up to ten (10) additional Shure microphones at a cost not to exceed \$1500 for use at upcoming board meetings and various community events. Funds will come from operations.

FIRST: HERMAN MATFES

SECOND: JIM FOX

MOTION PASSES: FOR 10, AGAINST 0

MOTION 06:07:25:20

Whereas there is a drainage problem on Upper Independence drive that is impacting three properties

Therefore be it resolved that the Masthope Mountain Community Board of Directors will use funds from the Capital Road Repair Account to cover the cost of these necessary repairs to Upper Independence Drive, not to exceed \$8,000.

FIRST: JUNE CARROZZA

SECOND: JIM FOX

MOTION PASSES: FOR 10, AGAINST 0

MOTION 07:07:25:20

**Whereas time critical decisions had to be made by the Mashope Community Board of Directors via electronic voting on motions, and
Whereas these motions need to be memorialized in a regularly scheduled board meeting,**

Therefore, be it resolved that the Mashope Mountain Community Board of Directors memorializes the following motions:

- Motion 06:06:04:20, send to members to vote on Restructuring loan, Approved 10 yes, 0 no, on June 05, 2020**
- Motion 07:06:25:20, Point of Sale upgrade, Approved 8 yes, 0 no**

FIRST: JUNE CARROZZA

SECOND: EUGENE PRINCIPE

MOTION PASSES: FOR 10, AGAINST 0

Meeting adjourned 10:32am.

Executive Session opens 11:00am

Executive Session adjourned 12:36pm

Open Session opens 12:38pm

Open Session adjourned 12:39pm

Treasurer's Report for Period Ending June 30, 2020
Unaudited

Collections - YTD

	Jun 19	May 20	Jun 20
Total	2038	2034	2034
Billable	1718	1714	1714
Paid in Full	1385	1260	1363
Percent	80.6%	73.5%	79.5%
Outstanding - Lots	333	454	351
Outstanding - Dues	\$442,340	\$812,957	\$566,463
Total Bad Debt Lots	31	31	31

Unrestricted Income and Expense - YTD

	Jun 19 YTD	May 20 YTD	Jun 20 YTD
Revenues to date	\$2,328,720	\$2,043,361	\$2,288,872
Expenses to date	\$437,921	\$143,115	\$357,556
Net Surplus (deficit)	\$1,890,799	\$1,900,246	\$1,931,316
Margin (Net/Revenue)	81.2%	93.0%	84.4%

The Summit - YTD

Revenues to date	\$207,466	\$38,883	\$166,903
Expenses to date	\$266,444	\$37,899	\$172,461
Net Surplus (deficit)	(\$58,977)	\$984	(\$5,558)
Inventory	\$44,248	\$28,074	\$41,490

The Market Place - YTD

Revenues to date	\$85,159	\$25,086	\$74,858
Expenses to date	\$102,757	\$23,068	\$66,147
Net Surplus (deficit)	(\$17,598)	\$2,018	\$8,711
Inventory	N/A	\$11,217	\$17,745

Summit/Market Net Surplus (Deficit)

(\$76,575)	\$3,002	\$3,154
------------	---------	---------

President Report

It has been a busy month with an extra board session and our annual GMM. I would like to welcome our two new board members Tom Garrity and Chris Pisani. Sorry we are not in person for you to meet them. With the latest restrictions due to an increase in COVID-19 cases, the Governor announced limiting meetings to no more than 25 people and so we are only teleconferencing this meeting. Management is constantly reevaluating procedures to be in line with these changing mandates from Gov. Wolf on Covid-19. As you have seen the new lanes in the garbage and recycling area. Kevin is doing a great job keeping things moving. The pool and lake area continue to be on a schedule and property owners each getting a chance to enjoy these amenities. People are cooperating by handing in their bands as they leave so others can enjoy. There is a notable increase of people at our lake in off hours. Please keep social distance from others and wear a mask when you are on the move. Randy will be updating the board on numbers in both areas. Finally, with the approval of the refinancing, everyone is excited about the prospect of our new pool. Input from property owners will be presented under correspondences. I thank the staff for their continued service and flexibility during these challenging times.

Correspondences

I received 60 correspondences this month. It is good to hear your input. There are too many of these letters to mention each one, but here is a summary:

- We still get input on the rental policy; one renter has now purchased a home.
- Other members are getting interested in joining committees. The Audit Committee is still looking.
- A couple of you complained about the poor audio quality during the last few meetings. The tech committee with Tom Thompson's assistance looked into it, and they believe we have the issues solved, at least for now.
- The pool and passes were the topic of discussion. Families in favor of the diving board, in favor and against blocks, in favor and against swim team, to keep the splash pad near the kiddie pool, how about salt pool, and requesting a retractable roof. But we also got complaints on someone eating in pool, rude behavior, and wearing inappropriate attire of thong bikini. Please remember this is a family-oriented community.
- Guest passes were another focus. Suggestions given on using an admission counter, announce when people leave, requests to open guest passes up again. There were a couple of people requesting a pass for childcare, partner, and fiancé. All directed to the office to find out criteria needed to obtain pass.
- Finally, we received miscellaneous comments, such as concerns on fireworks in the community, which has been moved to Labor Day weekend. There was one question on refresher courses for lifeguards, how to buy a brick to dedicate to a loved one. One concern at outsiders at the river park, and erosion at riverbed which there are restrictions on what can be done.

All in all, a very active month for correspondence.