

**MASTHOPE MOUNTAIN COMMUNITY POC
GENERAL MEMBERSHIP ELECTION MEETING AGENDA
JULY 10, 2021 10:00 AM in the Lodge**

- 10:00 Reading of the teleconference procedure for property owners time.
- 10:03 Meeting called to order & salute to the flag
- 10:05 Approval to waive the reading of the March 2021 GMM meeting minutes
- 10:08 Approval of March 2021 GMM meeting minutes
- 10:10 Treasurer's Report
Questions about the Treasurer's Report.
- 10:20 Auditor's Report - Bill Owens
Questions about Auditor's Report
- 10:30 Election of Board Members
Ballots cast
- 10:50 Approval to authorize the allocation of operational surplus for the next fiscal year.
- 10:55 Approval William E. Owens as Masthope Mountain Community's Independent Auditor
- 11:00 President's Report / Questions
- 11:15 Management Team Report / Questions
- 11:50 General Questions from Membership
- 12:15 Old Business
- 12:20 New Business
- 12:30 Election Results
- 12:45 Adjournment

COMMITTEE OF THE WHOLE RULES OF ORDER

Standing Rules:

1. Each person shall have a maximum of two minutes at the microphone.
2. Each person shall speak no more than two times on the same issue.
3. Decorum in debate shall be maintained at all times.

Rules of Order:

The business of the community is conducted in an orderly manner, following the set of rules specified in the governing documents of Masthope Mountain Community. The following are some important concepts with which you should become familiar.

1. The Chairman's role is to run the meeting in an impartial manner, following the rules established in our governing documents.
2. Motions to be added to the agenda need to be raised following rules established by the community in our Bylaws.



Dear Property Owners,

You are receiving this letter to notify you about the General Membership Meeting to take place on Saturday, July 10, 2021 at 10:00 AM at the Lodge, or via teleconference. Information will be posted on our web page on how to attend. Sign in will begin at 9:00 AM. The meeting will be called to order at 10:00 AM.

At the meeting you will be voting on the election of four (4) Directors. The top 4 candidates receiving the most votes will be elected for a three (3) year position. Voting for more than four (4) candidates will invalidate your ballot. The personal statements and pictures of the candidates are included in this mailing.

At this meeting there will be no question and answer period for the candidates. Any questions you may have for the candidates can be asked at the Town Hall Meeting which will take place in person in the Property Owners Lounge and teleconference 7:30 pm on July 9, 2021. Information will be posted prior on our web.

- Your voting on the approval of our independent auditor.
- Your voting on the allocation of operational surplus funds for the next fiscal year according to our Bylaws.

We urge members in good standing, to vote by mailing in the Directed Proxy which is included in this mailing, or in person that day. The Directed Proxy must be mailed to the address on the back of the Directed Proxy. Please carefully follow the directions on the Directed Proxy and you must make sure it is received by the CPA firm on or before July 2, 2021.

To clear up any concerns and misconceptions about the Directed Proxy, please note that for legal purposes it is sent to our accountant who compiles the vote. He then gives the results to the Board Secretary or to the Meeting Chair only on the day of the Meeting. The Board Secretary or the Meeting Chair then casts the votes as directed for the record. **The Directed Proxy must be voted the way you indicate; it cannot be changed unlike a power of attorney which can be voted any way the holder wishes to vote.**

**NOTICE OF QUORUM REQUIREMENT,
AND ADJOURNED MEETING PROCEDURE**

The meeting will be called to order promptly at 10 AM. If there is an absence of a quorum, the Chair will wait 15 minutes and call the meeting again to order at 10:15 AM. If there is still no quorum, the Chair will then wait an additional 15 minutes, and finally call the meeting to order at 10:30 AM. If no quorum is present at that time, then those members present may set the date for a new meeting not less than 30 days after the scheduled meeting at which time the agenda shall remain the same.

We look forward to seeing you at the meeting on July 10th.

Dan Clark
Chair



**MASTHOPE MOUNTAIN COMMUNITY
PROPERTY OWNERS COUNCIL**

196 Karl Hope Boulevard

LACKAWAXEN, PA 18435

PHONE (570) 685-4790 • FAX (570) 685-2701

E-mail: masthope@ltis.net

Website: www.masthope.org

June 3, 2021

Dear Property Owners,

Our Management team and staff rose above all the COVID-19 obstacles and provided us with a place we could go, where we could be safe, with our amenities open and budget intact. As I am writing this, if you are vaccinated you can remove your mask. Those that are not vaccinated, we encourage you to wear it for protection. For now, our staff will continue to wear their masks.

Welcome to all the new property owners who have purchased in the last year. I encourage you to come to the meetings, or listen in. Get your bearings and then volunteer. This community is made up of a great number of volunteers and again I would like to thank them all.

In April, the Lackawaxen Township approved Ordinance 114 on Short Term Rentals. Our board proceeded with input and recommendations by the Rental Policy Committee, from counsel and from Property Owners. On May 22, 2021, the board approved a Short-Term Rental policy to begin when the Lackawaxen Township can enforce theirs or no later than Jan. 1, 2022. What was brought out with this policy was the need to look deeply into our pass structure. This is the next huge initiative the board will undertake. We will need to revisit the pass policy proposal that was presented in 2019 by the ID Pass Policy Committee. We will keep you updated at our board meetings, when work sessions will be held so you can listen, and post any drafts and have a Townhall meeting prior to any vote.

Since November of 2020, we have met more than once with Aqua and DEP concerning the sewage treatment facility. For now, DEP and Aqua are not issuing any new building permits. They are working on intermediate steps on how to expand the facility, but a final and permanent upgrade may still be 3-5 years out. We will continue to keep you updated.

This July, we have ten Property Owners who would like your vote to be part of the next Board of Directors. There are four seats to fill, with 3 incumbents running and 7 new faces. I hope whoever is elected is willing to put the time and effort in. I have learned being on this board that I needed to take off my owners hat, take input from property owners, ask as many questions as possible and listen very closely to counsel. A director's fiduciary responsibility is not only to those who you see, it is to the entire membership of 1731 properties. I encourage you to mail in your proxy and vote.

Regards,

June Carrozza

President



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Dear Property Owner,

Again, it is time to get together for our General Membership Annual Meeting in July. While all of our regular association meetings are important, the Annual Meeting is the one meeting required by Pennsylvania Nonprofit Corporation Law. In this meeting, we vote for our Board of Directors, we determine the disposition of surplus funds and we decide on the confirmation of our independent auditor.

From the perspective of your Treasurer, I wanted to highlight some of the challenges and achievements of this past year, a year that was shaped by the constraints caused by COVID-19.

- Last July, the membership approved the restructuring of our existing loans to make room for additional borrowing to build our new pool. The restructuring allowed a reduction in annual dues of more than \$100 for a single lot. Now that we are getting into Summer, and in spite of many challenges brought about by winter weather, supply chain issues in the building industry, increased material costs and personnel shortages, our management team succeeded to stay on track and the new pool is taking shape.
- Our general operations faced many challenges. Unplanned costs for protective gear, sanitizing and personnel called for a highly active budget management this year. Wherever possible, we limited or eliminated spending to generate offsets for areas of higher demand, and every department manager was going over and beyond to help keep our overall budget intact.
- The Food & Beverage operation was particularly hard hit. With capacity and calendar restrictions, our operations cost was higher while revenue was going down. The fact that we stayed in the black by the end of our fiscal year speaks to the combined talents of and efforts by the managers of the Summit and the Marketplace.

Disposition of General Operations surplus

For a long time, our community has used any remaining surpluses from general operations to fund our general Capital Reserves. These reserves are used to fund everything from lawn mowers to snow plows, and the use of operational surpluses has allowed our Capital Reserves to grow to their current levels.

As our accountant and auditor has explained in past membership meetings, IRS rules require that an active vote is taken every year to decide whether to continue allocating operational surpluses to Capital Reserves, or whether the surplus should be used to offset operational assessments in the next fiscal year.

It is important to understand that there is **no net reduction in dues** regardless of which decision is made.

- If a positive vote is taken and the operational surplus is used to fund Capital Reserves, as we have done historically, it will lower the capital assessment for each property.
- If the operational surplus is not used to fund Capital Reserves and is used to fund Operations, it will lower the operational assessment for each property.

Your Board of Directors recommends a positive vote for this motion.

Gerhard Buhler
Treasurer