

# Robin Hood Lakes Lot Owners Association, Inc.

## **Board of Directors Membership Meeting Minutes**

**March 24<sup>th</sup>, 2018**

**1. Call to Order:**

Sal Addotta called to order the Membership Meeting of the Board of Directors of Robin Hood Lakes Lot Owners Association at 10:00 a.m. on Saturday, March 24<sup>th</sup>, 2018 in the Club House.

**2. Pledge of Allegiance was led by Sal Addotta.**

**3. Director's/Officers Present:**

Sal Addotta.....Vice President/Treasurer  
Marlene Briglio.....Director  
Donald Burger .....Director  
Stuart Scott.....Director

**Absent:**

Bill Milburn.....(Excused).....President  
Kris Bujnowski.....(Excused).....Secretary  
Stephen LaBargo.....(Excused).....Director

**Guests: Robert M. Zito, President, RMZ Properties, Financial Consultant**

**Members in Attendance: Dorice Dobish, Scott Steidl, Richard & Nina Snider, Dawn Dawson, Hal Touni, Sr., Patricia Carroll, Klaus Pest, Cheryl Berry, Hal Touni, Jr., Linda & David Riddell**

**4. Minutes of Previous Meeting:**

Stuart Scott made a motion to approve the Minutes of the December, 2nd, 2017 meeting. Donald Burger seconded the motion, all in favor. Motion passed.

**5. Treasurer's Report:**

A Financial Report during the period of January 1, 2018 to February 28, 2018 was presented by Robert Zito. Stuart Scott made a motion to accept the report. Sal Addotta seconded the motion, all in favor. Motion passed.

**6. Old Business:**

**Donations of Decorations for Clubhouse:**

RHL has received many beautiful framed pictures and wall decorations which have been hung around the clubhouse kitchen and social hall by Marlene Briglio, Susan Garr and Stu Scott.

**7. New Business:**

**a. Upcoming RHL Events:**

**2018 RHL Events Calendar:**

A calendar showing upcoming schedules RHL Events for the year 2018 will be compiled and will be sent out via email and posted on community bulletin boards.

**b. Bulletin Board at Clubhouse:**

The bulletin board which was knocked down in January will be replaced when the weather allows.

**c. Annual Children's Party with the Easter Bunny:**

**March 24<sup>th</sup>, 2018 – Starting at 3:00 p.m.**

**d. Fishing Lake Opening & Children's Fishing Contest:**

**Saturday, April 14<sup>th</sup>, 2018 – Contest from 8:00 a.m. to 12:00 noon – Prizes to be given out at Clubhouse at 12:00 noon. Refreshments will be served at that time.**

**e. 2018 Community Clean Up Day - Saturday – April 21<sup>st</sup>, 2018:**

All Volunteers to meet at the RHL Clubhouse at 10:00 a.m. to pick up supplies and to have areas assigned.

**9. Open to Floor: For Relative Questions/Remarks from Home Owners:  
(One Speaker at a time with a five (5) minute limit)**

**Stuart Scott motioned to adjourn the meeting. Sal Addotta seconded the motion, all in favor.  
Motion passed.**

**Adjournment:                   The Meeting ended at 11:10 a.m.**

**Minutes Submitted By: Sal Addotta, Vice-President/Treasurer;**

**Robin Hood Lakes Lot Owners Association, Inc.**

**Board of Directors Membership Meeting Minutes**

**June 9<sup>th</sup>, 2018**

**1. Call to Order:**

Bill Milburn called to order the Membership Meeting of the Board of Directors of Robin Hood Lakes Lot Owners Association at 10:05 a.m. on Saturday, June 9<sup>th</sup>, 2018 in the Club House.

**2. Pledge of Allegiance was led by Bill Milburn.**

**3. Director's/Officers Present:**

- Bill Milburn.....President
- Sal Addotta.....Vice President/Treasurer
- Kris Bujnowski.....Secretary
- Steven Bermudez.....Director
- Donald Burger .....Director
- Stuart Scott.....Director

**Absent:**

- Linda Riddell.....(Excused).....Director

**Guests: Robert M. Zito, President, RMZ Properties, Financial Consultant  
Ruth Anne Joseph, Chairperson, Events Committee**

**Members in Attendance: Patricia Carroll, Richard Snider, Dawn Dawson,  
Robin Marchand, Cindy & Steve Roberson, Cheryl Berry, Klaus Pest,  
Christina Cibik**

**4. Minutes of Previous Meeting:**

Stuart Scott made a motion to approve the Minutes of the March 24<sup>th</sup>, 2018 meeting. Sal Addotta seconded the motion, all in favor. Motion passed.

**5. Treasurer's Report:**

A Financial Report during the period of January 1, 2018 to May 30<sup>th</sup>, 2018 was presented by Robert Zito. Donald Burger made a motion to accept the report. Kris Bujnowski seconded the motion, all in favor. Motion passed.

**6. For the Sake of Good Order:**

Directors Stephen LaBargo (Eff. April 16, 2018) and Marlene Briglio (Eff. April 21, 2018) have submitted via emails their resignations from the Board, both for personal reasons. Both resignations have been accepted by the remaining Board members. Steven Bermudez has elected to move from Alternate Director to Director position to fill the remaining term of Stephen LaBargo, which is through September, 2019. Linda Riddell has been appointed via email vote of Directors (Eff. April 23, 2018) to fill the remaining term of Marlene Briglio, which is through September, 2019. The Board wishes to express their gratitude to Marlene Briglio for her service on the Board and her tireless work as Project RHL Chairperson which resulted in the interior painting of the club house walls; donating/installing the many pictures/decorations throughout the clubhouse; and the many fundraising events for the benefit of our community.

**7. Old Business:**

**Bulletin Board at Clubhouse:**

The replacement of the bulletin board which was knocked down is being planned along with the installation of a kiosk type roof over the mailboxes. The board is looking into the costs of various designs.

**8. New Business:**

**a. 2018 BOD Election – Letters of Intent to Run Forms:**

These forms were sent out on May 5<sup>th</sup>, 2018 as attachments to the Email Distribution List; and also notices were posted on the community bulletin boards to pick up forms at office. Forms can also be mailed if requested via phone.

Deadline to return these completed Forms is on or before Saturday, June 23<sup>rd</sup>, 2018.

**b. RHL Administration Office Closure Due to Vacation:**

The office closed from June 9<sup>th</sup> through June 22<sup>nd</sup>, 2018 due to staff's vacation. Office will reopen on Saturday, June 23<sup>rd</sup>, 2018.

**8. New Business: (Continued)**

**c. Upcoming RHL Events:**

**1. RHL Community Yard Sale:**

Saturday & Sunday, June 23<sup>rd</sup> & 24<sup>th</sup>, 2018 from 9:00 a.m. to 4:00 p.m. Deadline to register for shopper's map is June 22<sup>nd</sup>, 2018.

**2. Swimming Lake Opening:**

Open for weekends from Memorial Day Weekend until school closing. Then open every day until after Labor Day weekend. Hours from 1:00 p.m. to 7:00 p.m.

**3. Independence Day Celebration at the Lake:**

Saturday, June 30<sup>th</sup>, from 1:00 p.m. to 5:00 p.m. (Rain Date Sunday, July 1<sup>st</sup>, 2018). Hot Dogs & Hamburgers furnished free from RHL. Donations of side dishes appreciated. Bring your own drinks.

**9. Open to Floor: For Relative Questions/Remarks from Home Owners:  
(One Speaker at a time with a five (5) minute limit)**

**Christina Cibik: (4637 Buck Lane)**

Grass height should be set when it has to be cut.  
Fishing badges should be issued.

**Richard Snider: (8711 Robin Hood Drive)**

Cost for grass cutting is too much.  
Cost for road repairs...can we get cheaper or what is the cost we are paying for road work?

Donald Burger motioned to adjourn the meeting. Kris Bujnowski seconded the motion, all in favor. Motion passed.

**Adjournment:** The Meeting ended at 11:20 a.m.

**Minutes Submitted By:** Kris Bujnowski, Secretary

# Robin Hood Lakes Lot Owners Association

## AGENDA FOR

### *Board of Directors Membership Meeting September 8<sup>th</sup>, 2018*

1. Pledge of Allegiance

2. Meeting is called to order at 10:00 a.m.

3. Roll Call of Directors:

Bill Milburn.....President  
Sal Addotta.....Vice President/Treasurer  
Kris Bujnowski.....Secretary  
Steven Bermudez.....Director  
Stuart Scott.....Director  
Donald Burger.....Director  
Linda Riddell.....Director

Absent:

Guests: Robert Zito, President, RMZ Properties, Financial Consultant  
Ruth Anne Joseph, Chairperson, Events Committee

4. Secretary will read the Minutes from the Membership Meeting of June 9<sup>th</sup>, 2018 and present same for Board's approval.

5. Treasurer's Report:

Financial Report January, 2018 thru August, 2018 presented by Robert Zito for Board's approval.

**6. Board of Directors 2018/2019 Election Results:**

<u>Candidate:</u>	<u>No. of Votes:</u>
Cibik, George .....	77
Joseph, Ruth Anne .....	83
Steidt, Scott .....	76

**7. Old Business:**

**Bulletin Board at Clubhouse: (Still Pending)**

The replacement of the bulletin board which was knocked down is being planned along with the installation of a kiosk type roof over the mailboxes. The new Board will look into the costs of various designs.

**8. New Business:**

**a. Upcoming RHL Events:**

**RHL Community Yard Sale:**

**Saturday & Sunday, September 29<sup>th</sup> & 30<sup>th</sup>, 2018** from 9:00

a.m. to 4:00 p.m. Deadline to register for shopper's map is September 26<sup>th</sup>, 2018. News of this event will be advertised in the Pocono Record that weekend.



8. **New Business:** (Continued)

b. **Proposed Dates for Board of Directors Membership Meetings:**

**Saturdays at 10:00 a.m.:**

December 1st, 2018

March 2<sup>nd</sup>, 2019

June 1<sup>st</sup>, 2019

September 7<sup>th</sup>, 2019 (Election Meeting)

December 7<sup>th</sup>, 2019

**Note:** These meetings are scheduled to be held quarterly on the first Saturdays of March, June, September and December at the discretion of the Board. **Any changes to these dates will be posted on Community Bulletin Boards and via Emails to those residents on RHL Email Distribution List.**

c. **Seating of New 2018 Board Members:** (Shown Alphabetically)

<b><u>Director:</u></b>	<b><u>Term Expiration:</u></b>
Bermudez, Steven .....	September, 2019
Bujnowski, Kris .....	September, 2019
Cibik, George .....	September, 2020
Joseph, Ruth Anne .....	September, 2020
Riddell, Linda .....	September, 2019
Steidt, Scott .....	September, 2020

**Note:** New Board of Directors will meet immediately following this meeting to assign Executive Positions along with duties and responsibilities.

10. Open to Floor for Relative Questions from Home Owners who are in Good Standing.  
(One speaker at a time with a five (5) minute limit)

\_\_\_\_\_ made a motion to adjourn. \_\_\_\_\_  
seconded the motion, all in favor. Motion passed.

**Adjourned Meeting** at \_\_\_\_\_ a.m.

**Minutes Submitted By:** Kris Bujnowski, Secretary

# Robin Hood Lakes Lot Owners Association, Inc.

## Board of Directors Membership Meeting Minutes

December 1st, 2018

1. Call to Order:

Ruth Anne Joseph called to order the Membership Meeting of the Board of Directors of Robin Hood Lakes Lot Owners Association at 10:04 a.m. on Saturday, December 1st, 2018 in the Club House.

2. Pledge of Allegiance was led by Ruth Anne Joseph.

3. Director's/Officers Present:

Ruth Anne Joseph.....President  
George Cibik.....Vice President  
Kris Bujnowski.....Treasurer  
Dawn Dawson .....Director  
Scott Steidl.....Director

Absent: Linda Riddell.....(Excused).....Secretary  
Steven Bermudez...(Excused).....Director

Guests: Robert M. Zito, President, RMZ Mgmt. Group, Financial Consultant

Members in Attendance: Dorice Dobish, Tom & Tina Hollins, Marlene Touni, Hal Touni, Sr., Hal Touni, Jr., Cheryl Berry, David Riddell, Peter & Susan Getz

NOTE: Dawn Dawson's appointment to the open Director was announced. The Alternate Director position still remains open.

4. Minutes of Previous Meeting:

Dawn Dawson made a motion to approve the Minutes of the September 8th, 2018 meeting. Scott Steidl seconded the motion, all in favor. Motion passed.

5. Treasurer's Report:

A Financial Report during the period of January 1, 2018 to November 26, 2018 was presented by Robert Zito. George Cibik made a motion to accept the report. Kris Bujnowski seconded the motion, all in favor. Motion passed. The Board approved RHL 2019 Budget was presented by Kris Bujnowski. George Cibik made a motion to approve the presentation, Scott Steidl seconded the motion, all in favor. Motion passed.

**6. Old Business:**

**a. Bulletin Board at Clubhouse: (Still Pending)**

The replacement of the bulletin board which was knocked down is being planned. Materials have been obtained and the bulletin board will be rebuilt as soon as the weather allows.

**b. Proposed Dates for Board of Directors Membership Meetings:**

**Saturdays at 10:00 a.m.:**

March 2<sup>nd</sup>, 2019

June 1<sup>st</sup>, 2019

September 7<sup>th</sup>, 2019 (Election Meeting)

December 7<sup>th</sup>, 2019

**Note:** These meetings are scheduled to be held quarterly on the first Saturdays of March, June, September and December at the discretion of the Board. **Any changes to these dates will be posted on Community Bulletin Boards and via emails to those residents on RHL Email Distribution List.**

**7. New Business:**

**a. The following progress reports were given by the Directors:**

**George Cibik.....Mailbox Kiosks**

Working on getting the information together for this improvement for approval of one location on Greenwood Drive.

**Ruth Anne Joseph for Linda Riddell.....RHL Road Sign at Rte. 534 Entrance**

This is still waiting on information from the state for set back on Route 534 before We can get a formal approval and permits.

**Steve Bermudez.....Clubhouse Electrical Upgrade**

These improvements are on the way and will be done in three phases. Mail panel was already approved as well as sub panel and additional outlets, etc. approved. Future plans include replacing the light bulbs with LED bulbs; hard-wired smoke detectors and Exit signs. We have also approved the purchase and installation of an air conditioner for the social hall which we hope to have completed in late Spring, 2019.

**Ruth Anne Joseph.....Deer Killed within Community**

Requests that if anyone sees any person or any thing about deers being killed, please contact the office as we have direct contact information for the Game Warden.

**7. New Business: (Continued)**

**a. The following progress reports were given by the Directors: (Continued)**

**Scott Steidl.....Roads**

Aqua Water Co. is expected to come to fix potholes for the winter on Kings Way and Robin Hood Drive. They are to repave these roads come Spring, pertaining to the five-year project of replacing water lines. We are not expected to spend any money on the roads until after Aqua has completed their five-year plan.

Ruth Anne Joseph updated that is not correct as patching will still need to be done and we do not know Aqua's plan yet to make that assumption.

Also reported is that the snow plowing contract was put out for bids and the contract was signed with Green's Excavating & Paving to continue for two more years.

**b. Upcoming Events:**

**RHL Social Hall Decorating Event – Saturday, December 8<sup>th</sup>, 2018 beginning at 9:00**

**a.m. Volunteers are needed to assist in decorating the Social Hall for Christmas and to help plan for the “Breakfast with Santa” event being held on Saturday, December 22<sup>nd</sup>, 2018. All volunteers are welcomed, needed and appreciated. We have the decorations...we need the help.**

**Contest for Christmas Decorated Houses – Judged on Friday Night, December 21<sup>st</sup>, 2018. Prizes for 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Best Christmas Decorated House winners will be awarded the following morning at the “Breakfast with Santa” event.**

**Breakfast with Santa – Saturday, December 22<sup>nd</sup>, 2018 starting at 10:00 a.m. at the RHL Clubhouse. Santa will be traveling throughout the community on the Polk Township Volunteer Fire Dept. truck beginning at 9:00 a.m. and joining us for Breakfast at 10:00 a.m. Donations of cookies/cupcakes are welcomed.**

**8. Open to Floor: For Relative Questions/Remarks from Home Owners:  
(One Speaker at a time with a five (5) minute limit)**

**Dorice Dobish:**

- a. Suggested a committee be formed for the upgrade of electrical work to be done.  
Ruth Anne Joseph noted this is being handled by the Board and any suggestions are welcome. Please email or call the Office with suggestions.
- b. Pleasant Valley High School has a Volunteer Program to do Community Service for the Seniors to help with possible community clean up, etc. Dorice Dobish had told Linda Riddell of this program. Ruth Anne Joseph as Dorice to please forward this information, along with PVHS contacts, to the RHL office so we can contact them to see if we qualify for the program. Please forward this and any information to the RHL office so all Board members are notified and informed.

Ruth Anne Joseph motioned to adjourn the meeting. Kris Bujnowski seconded the motion, all in favor. Motion passed.

**Adjournment:** The Meeting ended at 10:45 a.m.

**Minutes Submitted By:** Ruth Anne Joseph for Linda Riddell, Secretary