LIONS HEAD SOUTH ASSOCIATION, INC.

 **December 16, 2024 – Approved February 10, 2025**

**Board of Trustees Standing Committee**

**Present:** J. Cinosky T. Behrens P. Comfort

 K. Wright L. LaFerrera B. Skelly

 M. Tears

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**Also, Present:** L. Kolesa, Administrator

**Absent: N/A**

The open meeting was called to order by J. Cinosky, President at 9:02 A.M.

**Actions Taken:**

1. Motion made by B. Skelly, seconded by K. Wright to approve the minutes as for December 2, 2024 open meeting. **MOTION APPROVED: 6-0**
2. Motion made P. Comfort, seconded by L. LaFerrera to accept Arborsmith,

December 2, 2024 proposal #4127 for removal of a Sassafras tree located on the golf course leaning towards the street side and a small dead Pine and a fallen Pine located at 94 Yorkwood, in Common Properties, for the amount of $853.00.

**MOTION APPPROVED: 6-0**

1. Motion made by P. Comfort, seconded by M. Tears to accept McGovern Legal 2025 Rates as stated**. MOTION APPROVED: 6-0**
2. Motion made by K. Wirght, seconded by M. Tears to accept Johnson Control/Tyco contract renewals for 2025 – 2027 for the amount of $5,662.08 w/o tax.

**MOTION APPROVED: 6-0**

**Treasurer’s Report:** By: M. Tears

* The balance as of November 31, 2024, is $1,028,785.92 of which includes the

CD total of $450,000.00, stock total of $126,136.54, Treasury Ladder total of $140,000.00 and cash total of $312,649.38.

**Standing Committee Reports:**

ACC – By: P. Comfort

* No meeting held in November or December
* Working with L. Bruzaitis, Website for the February community survey.

Circle of Friends & Community Awareness:

* No report.

Hospitality Committee:

* Christmas Open House – was a success.

Men’s Club

* No Report
* Three (3) events held in December were extremely successful.
* December 7th – Holiday Open House
* December 10th Christmas Party.
* December 14th – Breakfast with Santa.

Social Committee:

* Two (2) events held in December were a success.
* December 14th – Christmas Car Parade
* December 31st - New Year’s Eve Party

Travel Committee:

* No updates at this time.

Welcoming:

* No new report.

WGA:

* December 4th – Holiday Luncheon – was a success

**Architectural** – By: M. DeFillipo

* Committee worked very well this year.
* We are looking toward to 2025

Architectural BOT Liaison – B. Skelly

* Thanked the committee for all their hard work this year, espically with all of the many policy changes.

**Buildings and Grounds** – By: T. Katakozinos

* Nothing to report.
* Received a resident request to follow up on a request for donation of a ping pong table and event scheduling.

Buildings and Grounds – By: L. Kolesa

* Resident requires regarding game table donation will be discussed today in closed board meeting.
* Resident will be notified accordingly.

Buildings and Grounds – By: P. Comfort

* Indoor and outdoor recreational scheduling is not done through committees.
* Please see information located in the clubhouse main hallway.

**By – Laws** – By: B. Skelly

* The board has met with our attorney.
* Board will be reviewing what is hopefully the preliminary final draft in today’s closed meeting.

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**Clubhouse** – By: N/A

* No Report

**Community Awareness** – By: D. Rodgers:

* Attended the December’s Mayor’s Advisory Meeting.
* December 26, 2024 – Menorah lighting scheduled for 5:30 PM.

New Business Openings:

* Clear Solitons Dermatology to open
* Sticks & Stones on Lanes Mill Road
* Ross – to divide store – received permit
* Super Dome – permits approved
* Mantoloking Play House – renovating interior.

Emergency Calls:

* Recorded 824 calls for the month of November

Annual Propety Tax - Review

* December 17th, 10:30 AM – 3:PM -residents will have access to review online information in the tax office.
* Coffee will be served.

Senior Services:

* Ms. Zulma Soto, Director of Senior Services will be retiring year-end.

Community Awareness – By L. LaFerrera

* Special thank you to D. Rodgers will all of her hard work time and energy given to the committee.
* It has been a true pleasure to work with you and your committee.

**Finance & Insurance** – By: B. Begley

December 10, 2024 Meeting Review:

LHSA Monthly Financial Statement:

* Reviewed

Committee Review and Recommendations for Upcoming Mature CD’s:

Met with Mr. V. Stricker of Merrill Lynch:

* Review Treasury Ladder investment, future market and recommendations for maturing CDs.

Investment Scheduling:

* Recommendations submitted to board.
* Three (3) CDs totaling $247,000.00 to be reinvested into three (3) month CD’ s at 4.5%.
* One (1) CD totaling $50,000.00o be redeemed and placed into the current Treasury Ladder.

Club - Year End Audit:

* Appointed two (2) person teams.
* Audits scheduled for January.

**LHCC** – By: B. Jani

Golf Course Contract:

* Bright View’s Contract has concluded.
* Greens Masters, a division of Turf Masters, to begin one-year contact as of January 1, 2025.

Rounds:

* Total rounds January through November - 4152,
* Guest rounds. – 1121

Guest Fees:

* Increase as of September 1st, with the expectation that total rounds would flatten to 15%-18% of total rounds without a decrease in income.

Members:

* Yearend total of 125 – 10 members short of goal.

2025 Sponsors:

* Will begin seeking 2025 sponsors.

2025 Directors and Advisors Needed – Meeting Notification:

* Robo call and one-hundred (100) letters were mailed regarding the importance of the meeting.
* Meeting attendance total - 34
* Sign-up sheet for Directors and Advisors will be posted in the clubhouse.

**Nominating** – By: B. Skelly

* Required changes for the committee and election process tabled to January.

**Recreation** – By: P. Comfort

* No meeting.
* Committee suggested to be forwarded to board regarding hosting a fund raiser to

raise funds to purchase entrance holiday decorations.

**Security –** By: D. Steensen:

Emergency Management:

* Ms. J. Conway will be retiring as CERT representative for the Security Committee.

Street Lights:

* Currently – sixteen (16) outages, including twelve (12) previously reported.
* Committee has been in contact with Mayor Crate’s office.
* Mayor’s office to contact JCP & L and advise.

Street Stop Signs:

* Request for two (2) signs have been submitted to public works.

Life Vac – Recommendation:

* Committee to discuss protocol for placement for the clubhouse, country club and fitness center.
* Administrative office to inquire insurance allowance.

**Website –** T. Bruzaitis:

Website:

Focus Group – Feed Back:

* Reacted positively to the new look of the home page and menus.
* Noted the new layout was very user friendly with ease for use and navigation.
* Not all residents have access to printer
* Fillable forms would be desirable
* Provide a Suggestion Form
* To work with administrative office
* Provide friendly descriptions of committees and member requirements
* Invite Focus Group member to continue to assist by attending regular sessions.
* Sessions to be scheduled once or twice annually.

New Website Address:

* Some are still having difficulty accessing the new address.
* Robo call has been previously scheduled, a second to be scheduled.

Meetings:

* To resume in January.

**Old Business:**

Arborsmith – 6 Ashford – Golf Course – Common Properties:

* Review of December 2, 2024 estimate #4127 for the removal of a dead Sassafras leaning towards the street.
* Architectural Application and township permit received.
* Replacement required.
* Motion

Arborsmith 94 Yorkwood – Common Properties:

* Review of December 2, 2024 estimate #4127 for the removal of a small dead Pine, cut stump flush, remove fallen Pine between 94 & 96 all debris removed.
* Architectural Application and township permit received.
* Replacement not required.

Motion

Association Architectural Application & Townshp Permit Requirements:

Architectural Application:

* All tree removal requires a completed Architectural Application.
* Architectural Committee member will inspect.
* Applications must include replanting species.
* Resident is required to notify administrative office upon completion of removal as well as replanting.

Township Permit Requirements:

* Trees may not be removed until the approved association application is received.
* Approved Architectural Application must be included with township permit application.
* Township permits and association applications are available in the administrative office as well LHSA website.
* Township permit must include replanting species.
* Once competed the township will schedule an inspection.
* Township will contact regarding approval.
* If the tree is not viable or hazardous the permit fee is waived.
* All trees must be inspected and required documents received prior to removal

**Administrator’s Report:**

Bright View- Final Invoice Payment & Walk-Through:

* December 16th – final walk-through to be completed.
* Final payment processed and hand delivered as requested.

Greens Masters – Fertilized

* December 9th, appliedwith all-natural fertilizer.

Sidewalk Repair – Lions Head Blvd. – Golf Course Side

* Rudy was contacted regarding grinding.
* Inspection
* Area has been pained with orange caution paint.

**New Business:**

McGovern 2025 Rates:

* Review of 2025 rates.
* Rate increase variation – 3% - 5%.
* Motion

Notification of Annual Life Hazard Fee Increase:

* December 3, 2024 – Letter of Notification for Renewal Increase.
* Life Hazard Use – Registered with the Division of Fire Safety
* Fee schedule to follow.

FWH – December 10, 2024 Invoice:

* Received final invoicing for professional services rendered through November 15th.
* Invoice #1476.0001JTM-3 - $4,891.25
* Dates and services to be reviewed.

Johnson Control – Alarms & Fob System Contracts – Locked - 2027:

* Review of December 13, 2024 Fire/Security Alarm System and Access Control System.

Fie/Security Alarm System.

* Annual rate without tax thought 2024 - $4,413.80.
* Quarterly billing - #021-31299

Access Control System (Key Fob)

* Annual rate without tax thought 2024 - $1,248.28.
* Quarterly billing - #021-31299
* Motion

2025 BOT Ratification & Committee Changes – Directed by Attorney:

Board of Trustee – Ratification:

* Ratification will no longer be held as December Straw Poll
* Ratification to be held in January.

Committee Chair Ratification:

* Ratification previously included at December Straw Poll.
* Committee members will now be given the opportunity to nominate chair, co-chairs if required. Secretaries position will be volunteer.
* Members must be present for nomination.
* Due to delay in BOT Ratification – 1st committee meeting to be rescheduled.
* BOT Liaison will contact for scheduling
* BOT Liaison will open meeting and inform of process, chair and member responsibilities.
* Nominated members will be reviewed for ratification prior to January 27th Standing Committee Meeting.
* Board will have opportunity deny nomination.
* If this should occur, the board will select best or more appropriate chair.
* Committee members may be asked to step away (be removed) from the committee if they do not fulfill committee member responsibilities.
* Committee Chair Responsibilities and Guidelines will be discussed at the

January 27th, Standing Committee Meeting.

Motion made by P. Comfort seconded by B. Skelly to adjourn the open meeting at

9:53 A. M. **MOTION APPROVED: 6-0**

The next meeting will be on January 6, 2025 at 9:00 A.M.

Submitted by,

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 L. Kolesa, Administrator