

# RHLLOA

## *Monthly Meeting Minutes*

January 28, 2012

### I. Call to order

**Hal Touni, Jr.** called to order the regular meeting of the **Board of Directors of Robin Hood Lakes Lot Owners Association** at **10:35 a.m.** on **Saturday, January 28, 2012** in the **Club House**.

**Pledge of Allegiance** was led by Joan Szatala.

### II. Candidates for Officers:

Candidates for President asked by Brad Jones:

Sal Addotta nominated Hal Touni, Jr. as President. Mark Tretter seconded. All approved.

Candidates for Vice-President asked for by Hal Touni, Jr.:

Mark Tretter nominated Joan Szatala as Vice-President. Sal Addotta seconded. All approved.

Candidates for Secretary asked for by Hal Touni, Jr.:

Joan Szatala nominated Mark Tretter as Secretary. Hal Touni, Jr. seconded. All approved.

Candidates for Treasurer asked for by Hal Touni, Jr.:

Mark Tretter nominated Joan Szatala as Treasurer. Hal Touni, Jr. seconded. All approved.

### III. Director's/Officer's and Guest Present:

Harold Touni, Jr. ....	President
Joan Szatala.....	Vice President/Treasurer
Mark Tretter.....	Secretary
James Garr.....	Director
Sal Addotta.....	Director
Donald Burger.....	Alternate Director
Ruth Ann Joseph.....	Alternate Director Elect
Brad Jones.....	K.A. Diehl Management

Joan Szatala made a motion to approve the minutes of the December 17, 2011 Board of Directors Meeting. Hal Touni, Jr. seconded the motion, all in favor, motion passed.

### IV. Treasurer's Report

Joan Szatala read the Treasurer's Report attached. Mark Tretter made a motion to approve. Hal Touni, Jr. seconded the motion, all in favor, motion passed.

## **V. Old Business**

- a. Hal Touni, Jr. reported that the ditch at the Green Wood mailboxes has been filled.
- b. Hal Touni, Jr. and Steve LaBargo filled in potholes on the communities' roads.
- c. Jotham Oliver knocked down closet in bathroom to expose pipes to heat, thereby preventing winter freeze-up.
- d. Trish Deriscavage asked when the report of the Reserve Account will be finished. Brad Jones informed all that this Report will be presented to the Board at their March Workshop meeting.
- e. Trish Deriscavage asked about Budget Report. Report will be sent out to membership.
- f. Donald Burge made a motion that in 2012 the Board should stay within their budget. Hal Touni, Jr. seconded the motion, all in favor, motion approved.

## **VI. New Business**

- a. Key to Office for Directors – Hal Touni, Jr. explained the Code of Conduct Form. If any member needs to get information, an appointment must be made with the office personnel or an Officer to do so.  
Mark Tretter made a motion that Directors must sign the Code of Conduct to get a key to the office. Joan Szatala seconded the motion, all in favor, motion approved.
- b. Cinder Shed Garage Door – Country Junction Estimate \$1957.00 for new garage door. Hal Touni, Jr. made a motion to have Country Junction put in a new garage door and not spend more than \$2400. Joan Szalata seconded the motion, all in favor, motion approved.
- c. Mark Tretter made a motion to have any unpaid dues less than \$5.00 be considered paid. Hal Touni, Jr. seconded the motion, all in favor, motion approved.
- d. New 911E Address Signs – Hal Touni, Jr. explained the regulations for the new 911E address signs sent out by Monroe County. Board is looking into getting new street signs where needed for the newly named streets.
- e. Emails from Members:  
Speed bump on Green Wood Drive will be taken care of.  
Road not cleared of snow at 9:45 a.m. on Saturday, Jan 21, 2012 – Snow was still coming down. Roads were cleared by end of storm.  
Is there going to be a Special Meeting concerning petitions? - No, Attorney advises that petitions are not valid because of the wording.  
Any matters or requests from member for the Board, must be sent to the Email ID 'rhladmin@verizon.net'. These emails will be compiled by office personnel, summarized in a spreadsheet and given to Board to take up at their meetings.  
Any financial matters are to be directed to KA Diehl (Brad Jones).  
Mark Tretter made a motion to accept email procedure. Hal Touni, Jr. seconded the motion, all in favor, motion approved.
- f. Donald Burger requested a review of the KA Diehl Contract. Brad Jones explained the duties/responsibilities of KA Diehl personnel.

**By-Laws Committee Report** – Patricia Deriscavage gave Committee Report. Mark Tretter made a motion to approve, seconded by Joan Szatala, all in favor, motion approved.

**Not Just 50+ Club** – Pat Carroll gave report of Club’s activities for 2011 and plans for 2012 meetings and events. Club will help with Children’s events for Easter, Halloween and Christmas. Mark Tretter made a motion to approve, seconded by Joan Szatala, all in favor, motion approved.

**Crime Watch Committee Report** – Jim Garr gave Committee Report. Hal Touni, Jr. made a motion to approve, seconded by Mark Tretter, all in favor, motion approved.

**Adjournment:** The Meeting ended at 12:30 a.m.

**Minutes Submitted By:** **Mark A. Tretter (Secretary)**

# RHLLOA

## ***Regular Board of Directors Meeting Minutes***

March 24, 2012

### **I. Call to order**

Hal Touni, Jr. called to order the regular meeting of the **Board of Directors of Robin Hood Lakes Lot Owners Association** at **10:10 a.m.** on **Saturday, March 24, 2012** in the **Club House**.

**Pledge of Allegiance** was led by Harold Touni, Jr.

### **III. Director's/Officer's and Guest Present:**

Harold Touni, Jr. ....President  
Mark Tretter.....Secretary  
Sal Addotta.....Director  
Donald Burger.....Alternate Director  
Ruth Anne Joseph.....Alternate Director Elect  
Brad Jones.....K.A. Diehl Management

### **Absent:**

Joan Szatala.....Vice President/Treasurer  
James Garr.....Director

Sal Addotta made a motion to approve the minutes of the January 28, 2012 Board of Directors Meeting. Hal Touni, Jr. seconded the motion, all in favor, motion passed.

### **IV. Treasurer's Report**

Mark Tretter read the Treasurer's Report attached. Sal Addotta made a motion to approve. Hal Touni, Jr. seconded the motion, all in favor, motion passed.

### **V. Old Business**

- a. Removal of the By-Laws Committee. Hal Touni, Jr. explained that the By-Laws Committee made suggestions concerning the validity of the By-Laws. Brad Jones reported and explained that the By-Laws were legal. As the Committee did not make any suggestions for changes to the By-Laws, their existence was no longer needed or viable. Therefore, the Board of Directors voted to disband this Committee.
- b. Entrance Sign – we are having positive movement in this issue and can expect to have the sign put back up before Memorial Day.

- c. New Street & Roads signs complying with 911E requirements have been ordered and will be installed as soon as received. A Queens Way sign has been order to put on Route 534 Entrance.
- d. Security cameras have been installed at the clubhouse and cinder shed.
- e. Trees have been trimmed at Fishing Lake.
- f. Crime Watch Committee members attended Polk Township's Crime Watch Meeting. Minutes of this meeting were read by Chairman of Committee, Christine Tretter.
- g. RHL Newsletter was compiled and sent out via email. Copies of Newsletter are available at clubhouse.
- h. A new Public Address System has been installed at the Social Hall.
- j. Collections Attorney has been contacted. There are court cases going on which will result in Sheriff's sales.

Mark Tretter made a motion to accept Old Business. Hal Touni, Jr., seconded, all in favor, motion passed.

#### **VI. New Business**

- a. New Garage Door for Cinder Shed is being installed as this meeting is going on.
- b. Pot holes are being filled today.
- c. Rules and Regulations are being examined by the Board to bring them up to date.
- d. Board has been investigating contracting with another management company.
- e. Curfew at night is being looked into from Dusk to Dawn. We will be implementing a curfew. This will be enforced by members by telling any kids out at night to go home. A violation letter will be going out to parents naming their child if the child is witnessed being in the vicinity of or committing any vandalism.
- f. We are hiring lifeguards. We are waiting to hear back from previous guards. If any member wants to submit their children's application, please do so. We will be placing newspaper ads shortly.
- g. Upcoming Events –  
  - Children's Easter Party (Sunday, March 31<sup>st</sup>) was reported on by Pat Carroll. Party is being funded by donations. No cost to Association.
- h. Sheriff's sales were explained.
- i. Roads will be repaved by worst roads first, according to budget.

- j. Moving the basketball court was discussed and it was explained that the board is considering locating it closer to clubhouse – out in plain view.
- k. Boulders will also be put in place at illegal lake entrances. It was discussed also putting telephone poles as well as boulders.
- l. A pad will be put in place at the cinder shed.
- m. Drainage issue at Josie's corner will be handled to have the ground cut down to better handle drainage.
- n. Newsletters are sent out via emails and can be picked up at clubhouse. We will endeavor to make the Newsletter more timely.
- o. Mailings going out by certain members are misleading and badgering. They are looking to have the board fail. We need to work together.

**Input from Floor:**

Pat Carroll stated that the clubhouse, social hall and kitchen are not up to par. All need to be repaired and cleaned. Hal Touni, Jr. is looking to have the electric checked.

Mark Tretter suggested that volunteers are needed to get help in getting the building repaired. Pat said the little things have to be done first. Board will discuss.

A suggestion was made by Tom Bryne to have events like concerts to give the people and kids something to do and keep them off the streets.

Mark Tretter motioned to have Tom Bryne use the hall for fund raising concerts. Hal Touni, Jr. seconded the motion, all in favor, motion passed.

**Adjournment:** The Meeting ended at 11:41 a.m.

**Minutes Submitted By:** Mark A. Tretter (Secretary)

# Robin Hood Lakes Lot Owners Association

## *Board of Directors Membership Meeting Minutes*

September 08, 2012

1. **Call to order:**

Hal Touni, Jr. called to order the regular meeting of the Board of Directors of Robin Hood Lakes Lot Owners Association at 10:15 a.m. on Saturday, September 08, 2012 in the Club House.

2. **Pledge of Allegiance** was led by Harold Touni, Jr.

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

Harold Touni, Jr. ....President  
Mark Tretter.....Secretary  
Sal Addotta.....Director  
Bill Milburn.....Director  
Donald Burger.....Director

**Guests:**

Robert Zito, President.....RMZ Property

**Absent:**

Joan Szatala.....Vice President/Treasurer  
James Garr.....Director  
Ruth Anne Joseph.....Alternate Director

4. **Minutes of Previous Meeting:**

Bill Milburn made a motion to approve the minutes of the March 23, 2012 Board of Directors General Membership Meeting. Sal Addotta seconded the motion, all in favor, motion passed.

5. **Treasurer's Report:**

Robert Zito read the Treasurer's Report and gave his Financial Report. Mark Tretter made a motion to approve. Hal Touni, Jr. seconded the motion, all in favor, motion passed.

**6. Old Business:**

- a. Entrance Sign voted put it on RHL's property. Resolution to problem is still being worked on. New Board of Directors to continue with this business.
- b. New street and road signs have been ordered and installed by Sal Addotta and Donald Burger.
- c. Security Cameras were installed at the Club House.
- d. Trees were trimmed at Fishing Lake and roads.
- e. Proceedings were started on Sheriff Sales for delinquent dues.
- f. New garage door for cinder shed was purchased and installed.
- g. Basketball court has been paved.
- h. New drainage system installed along road from clubhouse to cinder shed.
- i. New RHL Office email address: [RHLadmin@verizon.net](mailto:RHLadmin@verizon.net).
- j. New RHL Website: [robinhoodlakes.com](http://robinhoodlakes.com)

Mark Tretter made a motion to accept Old Business. Sal Addotta seconded, all in favor, motion passed.

**7. Departing Board President's Farewell Message.**

**8. Hal Touni, Jr. introduced the new 2012/2013 Board Members:**

Sal Addotta, Steven Bermudez, Donald Burger, Patricia Carroll, Jim Garr, Stephen LaBargo, Bill Milburn, Dominick Steed

**9. New Board of Directors opened their part of the meeting at 11:25 a.m.**

**10. New Executive Officers were chosen and seated as follows at 11:45 a.m.:**

Bill Milburn.....President  
Jim Garr.....Vice President  
Pat Carroll.....Secretary  
Sal Addotta.....Treasurer  
Steve Bermudez.....Director  
Donald Burger.....Director  
Steve LaBargo.....Director  
Dominick Steed.....Alternate Director



**11. President Bill Milburn** addressed community on the following topics:

- a. Communication** – will address letters/emails at Executive meetings and will get back to member as to status of resolution.
- b. Activities** – All notices of events will be communicated via emails and posted on Community bulletin boards.
- c. Mailboxes** – Problem with member's not having a mailbox assigned by the Post Office will be checked by Steve LaBargo.
- d. Financial Committee to work on 2013 Budget** – Volunteers to stand on this Committee were accepted from the floor.
- e. New Bank Signature Cards** – Will be obtained by Robert Zito and given to assigned Directors to sign.
- f. Indemnification Forms for Directors** – All Directors have to sign Idemnification Forms and have each certified by Board Secretary.
- g. Road Speed Bumps** – Board will have issue to keep speed bumps or to have them removed put on the Agenda for their Executive Board Meeting.

**Adjournment:** The Meeting ended at 12:20 p.m.

**Minutes Submitted By:** **Pat Carroll (Secretary)**

# Robin Hood Lakes Lot Owners Association

## *Board of Directors Membership Meeting Minutes*

November 17, 2012

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 **10:10 a.m.** on **Saturday, November 17, 2012** in the **Club House**.

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

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

Bill Milburn.....President  
Pat Carroll.....Secretary  
Sal Addotta.....Treasurer  
Steve LaBargo.....Director  
Dominick Steed.....Alternate Director

**Guests:** (See attached Sign-in Sheet)

**Absent:**

Jim Garr.....Vice President  
Steve Bermudez.....Director  
Donald Burger.....Director

4. **Minutes of Previous Meeting:**

Sal Addotta made a **motion to approve the minutes** of the **September 08, 2012** Board of Directors General Membership Meeting. Pat Carroll seconded the motion, all in favor, motion passed.

5. **Treasurer's Report:**

**Sal Addotta read the Treasurer's Report and Financial Report.** Steve LaBargo made a motion to approve. Pat Carroll seconded the motion, all in favor. Motion passed.

6. **Old Business:**

- a. **Mailboxes** – Steve LaBargo was to check problem of Member's not having a mailbox assigned by the Post Office. Steve informed Member to check Post Office for vacant mailboxes. RHL to check mailboxes to see if secure, if not to alert Post Office. RHL to install/repair slab, Post Office to install repair boxes.
- b. **Road Speed Bumps** – Board was to put on Agenda for Executive Board Meeting as to whether to keep speed bumps or remove them – No plan to remove them, but to fix high speed bumps.

**7. New Business:**

**a. Upcoming Events:**

**Christmas Children's Party** to be held on Saturday, December 15<sup>th</sup>, 2012 from 5:00 p.m. to 7:30 p.m.

**b. Polk Township Zoning Office** request to remind Owners about erecting **Green/White address signs for 911 Emergency Responders** – Must be done.

**c. Emergency Phone Numbers Forms** were given out to attendees. Many were completed and returned to office.

**d. Committees** needing Chairman and Volunteers:

**Neighborhood Crime Watch Committee** – A meeting of this Committee will be scheduled shortly.

**Activities Committee** – Board

**e. President's Message:**

**Bill Milburn's letter** addressed to Members concerning recent **Vandalism** was distributed to meeting attendees.

**Work being done at Social Hall:**

New Sink Faucets (Installed)

Electric Range/Oven & Microwave (Installed)

Cleaning and Painting Hall (Work in progress)

Upgrade of Electric in Kitchen and Hall (Electrician scheduled to inspect)

Repairs to lights and ceiling panels (On-going work)

Upgrade of Sound System (Work in progress)

**f. Newsletter: (Including Amended Rules & Regulations)**

Next edition of Newsletter is being compiled, printed and will be mailed out by RMZ to out-of-state Owners. Also included will be a copy of the Amended Rules & Regulations. Local Owners can pick up copy at the RHL Office during regular business hours.

**g. Opened to Floor for Relative Questions from Home Owners:**

What is status of the **RHL Entrance Sign**? More to come on this matter.

Sal Addotta made a motion to **accept Old and New Business**. Pat Carroll seconded the motion, all in favor. Motion passed.

**Adjournment:** The Meeting ended at 12:00 p.m.

**Minutes Submitted By:** **Pat Carroll (Secretary)**