

**POCONO MOUNTAIN LAKE FOREST COMMUNITY ASSOCIATION**  
**REGULAR OVERSIGHT MEETING**  
**November 26, 2024**  
**6:30pm – Clubhouse**

**STATEMENT OF COMPLIANCE**

**ROLL CALL**

Brian Mutch – Chair – Present  
Maz Cruz – Vice Chair – Present  
Frank Trzaska – Member – Present  
Elio Ficarella – Member – Present  
Irene Hyer – Member - Absent

**MINUTES**

Minutes of 11-19-24 Eligible: BM, MC, FT, EF  
Motion to adopt: MC, Seconded by: FT  
Roll call: Unanimous

**OLD BUSINESS from 11/19 meeting**

1. Discussion around recent events and how to mitigate problems moving forward.
2. Review how financial records are being tracked and discuss delegating responsibility.
3. To be included on all email communications between board members. All official community business should be emailed for documentation purposes, no texting.
  1. Create [oversight@pmlfcommunity.com](mailto:oversight@pmlfcommunity.com) email address for receiving communications from the BODs. All committee members will have access.
  2. Facebook – ability for committee to post events.
4. The ability to access TOPs CRM and clubhouse security system.
5. Meeting with all board of directors to discuss how the committee will operate and ongoing issues.
6. Amendment to the bylaws to clarify standard operating procedures.
7. Member(s) of committee to attend all BOD meetings to monitor only, Zoom or in-person.
8. Brian Mutch selected to be chair, Maz Cruz as vice-chair.

**NEW BUSINESS (Continuation of 11/19 meeting)**

1. Scheduled meetings for every 3<sup>rd</sup> Tuesday of each month (listed).  
Public meetings will be announced on the calendar.
  1. Dec. 17, Jan 21, Feb. 18, Mar. 18, Apr. 15, May 20
2. New Members
  1. Tony Nemirovsky – Gate 2 - (720) 273-2369  
[Anatolnem@yahoo.com](mailto:Anatolnem@yahoo.com)

2. Don Jauch – Gate 1 – (201) 247-6236
3. January 19,2025 10AM at the clubhouse – In person meeting with the board
4. General discussion regarding new amendments to the bylaws for oversight.
5. Petition for clarifying who is exempt from being on Committee (spouse/family member of Board member).
6. Suggestion of hiring management company to alleviate workload on board members.

Maz Cruz, Acting Secretary

*NEXT Committee MEETING: 12-17-24 6:30pm*