**Pocono Farms East Association, Inc.**

**ANNUAL MEMBERSHIP Meeting**

**Saturday, OCTOBER 29, 2011**

**MINUTES**

The meeting was called to order by President Susan Anderson-Krieg at 12:05pm in the conference room of Pocono Farms East Association, 3170 Hamlet Drive, Tobyhanna, PA.

**Board Members present:**

Susan Anderson- Krieg, President - Margaret Miller, Vice President - Marisol Santos, Treasurer – Marion Kelly, Secretary - Josefina Garcia, Director - Gloria Kirschner, Director - Fred Milteer, Director - Tykieyen Moore, Director – Jose Ramos, Director.

**Staff present:**

Robert M. Zito, CMCA, AMS, General Manager

Renee Villanueva, Office Manager

Gregory D. Malaska, Esq., Young & Haros

**Staff absent:**

Mary Ellen Perloni, Recording Secretary

**Members present:**

The following membership entities were accounted for, either in person or by proxy:

|  |  |  |
| --- | --- | --- |
| Maerk: Lot 7-3308 | Wilkinson: Lot H-9/10/12 | Kerin: Lot 9-4310/11  |
| Smith-Hughes: Lot 7-3616 | Miller: Lot 6-3020 | Williams: Lot 2-1302/3 |
| Prevete: Lot H-31 | Riccardi: Lot 6-2501 | Ramos: Lot 4-2336 |
| Campesi: Lot 1-404 | Stewart: Lot 6-3003 | Orlando: Lot 1-810  |
| Meurer: Lot 3-1119 | Miller: Lot 2-1303 | Garcia: Lot 5-5411 |
| Morongello: Lot H-32 | Grier: Lot 8-4105 | Carr: Lot 5-4923 |
| Barilla: Lot 6-2404 | Ricena: Lot 4-2337 | Mangan: Lot 4-2310 |
| Alfonso: Lot 4-2333 | S&M Co: Lot 4-2301/2 | Juarez: Lot 2-1006 |
| Penzola: Lot 1-210 | Cartegna: Lot 5-5404 | Stulic: Lot 5-4902 |
| Comiskey: Lot 4-1924 | Pullara: Lot 4-2313 | Santos: Lot 5-5501 |
| Folks: Lot 4-2330 | Loukatos: Lot 1-626 | Sofia: Lot 5-5424 |
| Nenna: Lot 8-4008 | Grant: Lot 7-3510 | Sullivan: Lot 5-5418 |
| Henley: Lot 1-204 | Sostre: Lot 5-5333 | Baldini: Lot 5-5002 |
| Garofolo: Lot 9-4615 | Ricardelli: Lot 5-4812 | Houfek: Lot 9-4511 |
| Wieber: Lot 9-4618 | Reynolds: Lot 7-3202 | Kirschner: Lot 1-301/2 |
| Youngfelt: Lot 1-417 | Moore: Lot 2-1108 | Kelly: Lot H-18 |
| Krieg: Lot 1-620/1 | Sandford: Lot 5-4811 | White: Lot 4-1922 |
| Brodus: Lot 1-813 | Callegari: Lot 5-5104 | Blount: Lot 2-1201 |
| Fry: Lot 1-513 | Piccirrillo: Lot 4-2103 |  |

56 membership entities were present, either in person or by proxy. Upon review, four entities were determined to not be in good standing. Therefore, 52 members in good standing were present. Having met the quorum requirement of 25 members, a quorum was determined to be present.

**Introductions:**

Ms. Anderson-Krieg introduced the Board members, staff and counsel present to those in attendance.

**Appointment of Parliamentarian:**

Ms. Anderson-Krieg, on behalf of the Board of Directors, appointed Gregory A. Malaska, Esq. as Parliamentarian for the meeting.

**Appointment of Judges of Election:**

Mr. Malaska, on behalf of the Board of Directors, called for volunteers to serve as Judges of Election for 2011. Mr. Charles Sofia, Ms. Nanette Piccirrillo and Mr. Larry Williams volunteered to serve. The Board of Directors appointed Mr. Sofia, Ms. Piccirrillo and Mr. Williams, who along with General Manager Robert M. Zito, retired to the Administrative Office to begin compiling submitted proxies.

**Call for Proxies:**

Members present holding proxy ballots were asked to submit them at this time. None were submitted.

After preliminary review of ballots submitted by mail, and a review of the member sign-in sheet for today’s meeting, it was determined that eight members present were entitled to be issued in-person ballots. Renee Villanueva presented ballots for those individuals.

**Secretary’s Report:**

The minutes for the Annual Membership Meeting held October 30, 2010 were presented to the membership present for review and approval.

**A motion to approve the minutes of the Annual Membership Meeting held October 30, 2010 and dispense with the reading of same was made and seconded. All in favor. Motion carried**.

**Call for Nominations for Director:**

Mr. Ramos, Ms. Miller and Ms. Garcia submitted their names for nomination for Director prior to the meeting, and thus were included on the proxy ballot sent to membership.

Mr. Malaska called for further nominations for Director from the floor among those present. Hearing none, nominations were determined to be closed.

**Call for Nominations for Alternate:**

Ms. Garcia and Mr. Barney Simon submitted their names for nomination for Alternate prior to the meeting, and thus were included on the proxy ballot sent to membership.

Mr. Malaska called for further nominations for Alternate from the floor among those present.

**The name of Mr. Larry Williams was placed in nomination and seconded from the floor.**

Hearing no further nominations, Mr. Williams’ name was placed in nomination, and nominations were determined to be closed.

**Election of Directors:**

Having concluded their review and compilation of both mailed-in proxies and in-person ballots, the Judges of Elections announced the following results for Director:

Jose A. Ramos 46

Margaret Miller 44

Josefina Y. Garcia 42

**All were elected to three year terms, concluding October 2014. Mr. Ramos, Ms. Miller and Ms. Garcia were congratulated on their election, and each accepted the position.**

**Election of Alternates:**

Having concluded their review and compilation of both mailed-in proxies and in-person ballots, the Judges of Elections announced the following results for Alternate:

Josefina Y. Garcia 36 (Currently serving as Director)

Barney Simon 32 (Elected)

Larry Williams 8 (Elected)

Marisol Santos 4 (Currently serving as Director)

Jose A. Ramos 3 (Currently serving as Director)

Gloria Kirschner 2 (Currently serving as Director)

Fred Milteer 2 (Currently serving as Director)

Susan Anderson-Krieg 1 (Currently serving as Director)

Margaret Miller 1 (Currently serving as Director)

Charles Sofia 1 (Refused election)

**Mr. Simon and Mr. Williams were elected to a one year term as Alternate, concluding October 2012. Mr. Simon and Mr. Williams were congratulated on their election and each accepted the position**.

**Call for Voting on Proposed Bylaws Change:**

Mr. Malaska read and reviewed the proposed bylaws change presented for membership vote:

**Consideration of the following question:**

**Should the PFEA Bylaws be amended to replace Section 2.9 with the following language (proposed amendment is *highlighted*)? The amendment is self-explanatory. The PFEA Board endorses the proposed amendment.**

**Section 2.9 Member in Good Standing** shall mean and refer to a Member who has paid in full all outstanding dues, assessments, fines, citations, late charges, interest, attorneys’ collection fees, legal costs of litigation, and all other charges levied pursuant to the authority granted in these By-Laws. Those Members who are on Board-approved payment plans, and who are current in their payments of said plan, shall be considered Members in good standing for purposes of these By-laws. ***Members not in good standing are permitted to attend meetings of the membership and Board of Directors, yet are not permitted to vote or be recognized from the floor.***

Having concluded their review and compilation of both mailed-in proxies and in-person ballots, the Judges of Elections announced the following results for the proposed bylaws change, Section 2.9:

Yes 47

No 5

**The proposed bylaws change, Section 2.9, was thus approved by membership.**

**Treasurer’s Report:**

Ms. Santos presented the proposed 2012 budget for review and comment. The budget proposed both revenue and expenses of $139,617.36 and no change in the current dues structure ($135.00 annually for an improved lot, $90.00 annually for an unimproved lot. Discussion followed.

**Old Business / New Business:**

Brief discussion of several issues was held. Comments were kept to a minimum due to the inclement snowy weather (18 inches) and the desire to get all present home safely. ***The issue of installing a functioning kitchen with appliances in the community center, at a cost of approximately $7,000.00, was brought to the floor. Discussion was held regarding several factors, most prominent of which was whether there was sufficient funding in place to finance this proposed project. The benefits of having a full kitchen were also discussed, most specifically the increased revenue a kitchen might bring in the form of increased rentals. The issue was put to a “show of hands” vote. The majority of those present did not favor moving forward with the kitchen installation at this time.***

**Adjournment:**

**At 1:30pm, a motion to adjourn the Annual Membership Meeting of 2011 was made and seconded. All in favor. Motion carried.**

**NEXT ANNUAL MEMBERSHIP MEETING: Saturday, October 27, 2012 at 12:00pm.**

**Submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Robert M. Zito, Acting Recording Secretary**

**Witnessed by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Marion Kelly, Secretary**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**