

Minutes of the Director's Meeting, May 7, 2011

Meeting called to order by Gary George, President at 10:am

Director's present:	Owner's present:
Gary George, President	Karen Barkin
Mike Walsh, Treasurer	Sheila Cronin
Bob Hamilton, Secretary	Helen Cronin
	Michael Cronin
Director's absent;	Tom Glynn
Marcia Balzac	Denise Walsh

- **Secretary' Report**

Bob reported that we have forwarded rental reports to Great North Property Management for the month of April. In summary we completed 8 reservations for a total of \$1,683.00 in room rents. From that amount the office received \$437.00 and cleaning revenue of \$155.00. In addition we processed 44 transactions for future reservations and received \$7,920.00 in Advance Deposits. We have a total of \$31, 495.00 in Advance deposits at this time.

Also pointed out was that we had approximately 750 reservations processed last year. About 200 were from Cottages and 550 were from the motel. These reservations resulted in gross revenue of about \$125,000.00 from cottages and \$78,000.00 from the Motel.

Bob also reported that he has been investigating the possibility of moving to a linen service for laundering our linens. Such a move would result in higher overall quality and consistency, less sorting in the office and eliminate the need for winter washing. More information will be provided by the annual meeting.

- **President's Report**

Gary announced that and nominations were now closed and that Great North planned on distributing ballots by mail on Monday.

All ballots are to be mailed directly back to Great North.

Gary also reported that Great North is looking into work that is needed on the property. They are considering:

- Road Work
- Dock Maintenance Issues
- Winter Ice Piling Replacement
- Tree Cutting
- Wall Repair
- Lighting Improvements

There is a dead tree behind cottage 1 on our boundary line. The new owners of the adjacent property have asked to be allowed to cut it down at their expense. The board concurred with their request.

Gary George then opened the meeting up to owner participation concerning the financial status of Piping Rock and turned the meeting over to Mike Walsh for the Treasurer's Report.

- **Treasurer's Report**

Mike Walsh distributed the Audit Worksheet he had received from the accountant. Although some owners did not remember receiving the worksheet previously Mike W. understood that it had been mailed out. He then went through a series of questions he had received from owners and attempted to answer and resolve them. He pointed out that the accountant did a lot of "netting" of numbers. In other words, the auditor only posted the difference between the incomes minus the expense for certain accounts.

Mike also discussed the various incorrect general journal entries in our system that caused considerable confusion. Mike had previously discussed these entries with the auditor and had expected they would have been removed in the final audit report. Unfortunately they were not, resulting in considerable confusion by some of the owners. There were also misunderstandings over the number and value of the insurance payments. He clarified that there were approximately 23,000 direct losses recovered and also two different insurance payments caused by water damage in Suite 10.

Mike reported that some of the confusion resulted in the fact that reimbursements had occurred in the transitions between the audit year and fiscal year 2010 – 11. He also pointed out that the majority of issues with the accounting system were in Accounts Receivable and Un-deposited funds. He manually went through those and verified that all Accounts Receivable had been received and un-deposited funds were actually deposited in the bank

Due to the difficulty in tracking unauthorized and illegal entries, he created account 6691 to segregate unauthorized purchases made by Chris Britt and 6690 to collect all reconciliation discrepancies that had occurred by erroneous entries into the system.

Mike then passed out the Treasurer's Report for fiscal year 09/10 and fiscal year 10/11 as well as a copy of the preliminary budget for the future. (Attached)

At the conclusion of the meeting, Mike Walsh offered to sit with any owner on a one-on-one basis to explain and answer any other questions that may remain.

New Business: None

- Meeting adjourned: at 12:30 pm

After the meeting adjourned the board concluded that although there were many tense moments during the meeting that overall the meeting was quite productive and believed it resolved many of the open issues that were of concern to some owners.

Respectfully submitted,

Bob Hamilton, Secretary