



**ANNUAL REPORT
2020-2021
OF THE
BOARD OF TRUSTEES**

**Zoom Meeting
Thursday, March 25, 2021
7:30 pm**

www.pineslakeassociation.com

password: northisland

PINES LAKE ASSOCIATION BOARD OF TRUSTEES

Trustees:

Rob Bush	President
Damon De Lucca	Vice President & Chairman, Security & External Affairs
Paige Brennan	Secretary
Lorrie Ng	Treasurer
Suzanne Bloom	Chairman, Water Quality
Jason Lellos	Chairman, Water Safety & Programs
Robert Andersen	Chairman, Properties
Paula Horne	Chairman, Membership
Heidi Fletcher	Chairman, Community Activities

Key Staff:

Patrick Anderson	Legal Counsel
Marge Caffery	Administrator
Holly Ryan	Properties Director

Section I

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Annual Meeting - March 25, 2021

AGENDA

- 1.** Call to Order - 7:30 pm, meeting to be held via zoom (email with link to members in good standing)
 - a. There was no annual meeting last year due to Covid-19. The 2019 Annual Meeting minutes must be approved. Page 12
- 2.** Receiving and Filing Trustee Reports
 - a. President
 - b. Security & External Affairs
 - c. Secretary
 - d. Water Quality
 - e. Properties
 - f. Health & Water Safety
 - g. Membership Standards
 - h. Community Activities
 - i. Treasurer
- 3.** Election of New Members, Board of Trustees – to be held electronically
- 4.** Election of President
- 5.** Other Proper Business
- 6.** Receiving of Annual Budget for 2021 -2022
- 7.** Approval of Annual Budget for 2021 – 2022 – to be held electronically
- 8.** Adjournment

Report of the President

As 2020 draws to a close, I would like to thank all those that have served on our volunteer board, our staff, and our members for their cooperation and understanding during this, the most difficult of years. As we enter 2021, striving towards some degree of normalcy, I ask for your continued support and patience, understanding that the health and safety of our membership and staff is our number one concern. I wish you all a safe and prosperous 2021.

Rob Bush
President
Pines Lake Association

Security & Public Affairs

I would first like to thank all of our excellent security personnel. We were diligent in keeping our community safe. As always, we tend to have people getting into our picturesque swimming and fishing facilities. I would ask our membership to be cognizant to not loan badges to nonmembers. This would alleviate the stress on all our dues paying members who have earned the right to not have to act as an ancillary security force. I would like to thank our membership for your continued support. As always if you see something use your best judgement and notify the staff or board so that we can all continue to enjoy our safe fun environment. Lastly, thank you for your trust in me.

Sincerely,
Damon De Lucca
Security and Public Affairs Trustee

Report of the Secretary

Hello, I hope everyone is staying healthy and has had a great winter. In keeping with our priority for respecting individuals' health the Board met regularly via Zoom calls, rather than in person, this Fiscal year 2020-2021. At every meeting proper notes were taken and recorded. To the best of my knowledge, all Association records are accurate and up-to-date.

As we all know this past year was filled with challenges to opening our beaches and moving forward with the summer program. Every effort was made to communicate beach rules and policies as effectively and efficiently as possible on a continual basis throughout the summer. We will continue to do so as we make plans for the upcoming summer. If you are not on our email list please contact at pineslakeassoc@optonline.net requesting that you be added. It is the most efficient way for us to communicate timely information to you.

Warmly,
Paige Brennan
Secretary

Water Quality

Hello Neighbors,

As I compose this column, yet another year is nearly behind us. The 2020 summer was similar to others during my tenure; we had a lovely season weather wise. As in previous years, the lake was treated mid-May to control nuisance aquatic plant growth, our bacterial counts were well within the acceptable range, and we had several algal blooms which Aquatic Technologies (our lake management vendor) treated promptly. In early fall, the Pines Lake Fishing Club stocked the lake with a feeder package consisting of crayfish, tadpoles, minnows and blue gills. Due to unseasonably warm temperatures, we also had one late fall algae bloom which, due to state restrictions, could not be treated.

Please bear in mind the fertilizer used to keep your lawn lush and green will eventually make its way into the lake. Lawn and garden fertilizers provide vital nutrients to your plants, but they also provide nutrients which encourage algae proliferation and fuel algae blooms. To protect our lake, carefully consider whether each application is necessary and reduce either the frequency or amount when possible. Every storm drain in Pines Lake empties directly into our waterbody, so it is of the utmost importance to keep them free of leaves and other debris, and to ensure that no liquid other than rain water goes into them. Thank you for helping to keep Pines Lake beautiful.

Respectfully submitted,
Suzanne Bloom
Water Quality Trustee

Properties

This past year was certainly a year of challenges, but through perseverance it was also a time of great achievement. We had a delayed start to the season, with many doubts on whether we could safely operate. We had Federal, state and local government guidelines to decipher and adapt. Through carefully thought out Covid protocols, we were proud to provide a safe environment for our members and employees. Many thanks to the rest of the board, our staff and our members in responding to the call to keep our beaches and properties clean and orderly. We are unsure as to what the 2021 season will look like, but I believe we have the groundwork in place for another successful season.

We took a conservative approach to work tasks so as not to get projects started that we would maybe not be able to complete due to Covid. Based on that and the limited South Beach activities, we saved a little on the past year budget. The lake lowering was delayed one year and we do plan to go forward with it in 2021. Please organize your plans and permits for any waterfront work to your lakefront bulkheads. Also, please prepare to help clean-up the lake bottom in front of your properties, once the water is lowered.

This is my final term as the Properties Director. It's been an honor to serve the community and I hope that we all continue to cherish and protect our lake and properties.

Robert Andersen
Properties Trustee

Water and Safety

There is no easy word or simple phrase to describe what we, and the world, have been going through and dealing with this past year. Summer of 2020 at Pines Lake was epic for all the wrong reasons. It was difficult for the Association, the Membership and the kids. I must thank and commend the employees of the PLA who had to adjust, re-adjust and then adjust over again, many times throughout the year. As restrictions and State mandates changed, the PLA had to react, all in the effort to provide the Membership a safe experience. Across the Membership I am sure we are all hopeful that Summer 2021 may be something closer to what we all remember as 'normal'. With a little grace and patience, we will get through this as a community and we will try the best we can to make the Summer of 2021 memorable for all the right reasons.

I do not want to make it all sound sour, the Board, myself and the returning summer staff are planning for an event filled, fabulously fun, family-oriented Summer of 2021. We are hopeful, so please join us. In closing I will recite my favorite summertime chant: Swim, sail, bounce, craft, run, hang, eat, swing, cannonball, volleyball, basketball, fish, paddle, row, tennis, movie night, smores, dibble dabble...oh the list goes on...ice cream, very important, yes ice cream too...there is certainly an abundance of fun to be had Summer 2021. (We hope!!) Be well.

Some safety notes: Please consult the NJ State Police web site for information the New Jersey Boating Safety Certificate. <https://www.njsp.org/marine-services/> Please be advised of the rules and safety procedures for winter activities and the whereabouts of the ice ladders along the lakefront. Enjoy and be Safe. As always, stay in touch and visit the web site for updates, info and upcoming registration forms. Be Safe.

Regards,
Jason Lellos
Health and Safety Trustee

Membership

Dear Pines Lake Members,

2020 has truly been a unique and unprecedented year. We were challenged in new ways but Pines Lake, as always, prevailed. In these difficult times, we were on budget with our dues and slightly over budget in initiation fees and collecting past dues. That is a true testament of what this community means to its members. Our dues contribute to all our lake expenses such as taxes, water quality, capital projects, security, lifeguards and the summer program to say a few.

In the year 2020, we welcomed 33 new families and we would like to acknowledge them now:

Agresta, Joseph & Kimberly	174 Mohawk Trail	Meringer, Patricia	109 PLDE
Ambrose, John & Odorczyk, Marzena	164 Indian	Michalchuk, Andrew & Almani	233 Beech
Apruzzese, Paul & Stefanie	4 Ledge Road	Novakoski, Chelsea & Aleksandra	87 Green Knolls
Barberio, Antonio & Yvonne	204 Pines Lake Drive East	Paretti, Mark & DePeola, Michael	140 Balsam Road
Canavan, Peter & Dambra, Caryn	218 Beech	Patrick, Sean & Lisa & Ryan Mulligan	1183 PLDW
Daleo, Nicholas & Diana	33 Glen	Patterson, Paul & Barbara	533 Pines Lake Drive
Dalto, Jennifer	245 Mohawk	Petti, Joe & Danielle	15 Pontiac Drive
Ditommaso, Laurie	221 Pines Lake Drive East	Portnoy, Artem & Kipnis, Sofia	183 Mohawk
Doyle, Ryan & Bree	26 Cottonwood	Sansone, Christopher & Melissa	557 PLDE
Durango, Bryan & Delia	53 Mohawk	Sobh, Woel & Carol	180 Pines Lake Drive East
Forestieri, Brad	53 Indian	Sullivan, Paul & Veniero, Toni Ann	42 Mohawk
Friedman, Michael & Daniella	300 Indian Road	Terranova, Christoper & Lauren	28 Iowa Rd
Gabelmann, Brad & Taryn	1058 PLDW	Vercelli, Anthony & Amy	284 Beech
Hanrahan, Michael & Joanna	292 Pines Lake Drive East	Vzelac-Orlovic, Mirela	345 Indian Road
Jones, Adrian & Chrisatina	912 PLDW	Washburn, Brian & Samantha	27 Iowa Rd
Landgraf, Mae Ann	14 Iowa Rd	Williams, Kenneth & Theresa	493 Pines Lake Drive East
		Zagorski, Alicia	59 Osceola

As members, you can enjoy our beaches, fishing, boating and ice skating all year round. Pines Lake also offers clubs, activities and events we hope everyone will take advantage of.

I want to thank everyone for letting me serve you these past three years. Let's keep Pines Lake safe and an amazing and special place to live.

Respectfully submitted,

Paula Horne
Membership Trustee

Community Activities

Unfortunately, this year community activities suffered the most due to COVID restrictions and we couldn't have our usual picnics, parade, 5K, concerts and more. Despite this, we still were able to have multiple movie nights on the beach and visiting ice cream trucks that were enjoyed by many as well as the first decorated car parade on the 4th of July. Seeing hundreds of members along the parade route waving American flags and wearing red, white and blue gave me a sense of pride to live in such a loving and supporting community. My hope is that we can resume normalcy for the summer of 2021 and enjoy our usual festivities as well as new ones I have planned.

Respectfully submitted,
Heidi Anne-Noel Fletcher
Community Activities Trustee

Treasurer's Report

Fiscal year 2020-21 has been challenging, to say the least. Due to the strength and commitment of our membership, we were able to maintain a strong financial position. Although our regular membership dues will come in under budget, our collection of back dues and initiation fees allowed us stay on budget overall.

We budgeted \$200,000 for the desilting project in the 2020-21 fiscal year budget. As a Board, we decided to postpone this project until next year because of potential project interruptions due to COVID-19. We will reevaluate this project in 2021 based on the status of COVID-19 and have included it in the proposed 2021-22 budget. Due to prior year savings, we have adequate funds in our Capital projects account to pay for this proposed project.

Regarding the proposed 2021-22 budget, we have increased all wage and employer payroll tax amounts by 10% for minimum wage employees to account for the 10% increase in the NJ mandated minimum wage in 2021. Even with these additional expenses, we will not be raising the annual dues for the 2021-22 fiscal year. Due to the property tax reduction, collection of back dues, and reduced community activity and capital project expenses in 2020-21, we have been able to save enough money over the past four years to cover anticipated future capital projects such as desilting and dam repairs.

The 2019-20 independent financial review by Otten & Associates, the 2020-21 expected finish, the 2020-21 budget, and the proposed 2021-22 budget are all included in this report. These will provide an overview of our financial state. Please review these documents and provide us with any input and proposals via email prior to the March 2021 meeting. We exist for our members and welcome your suggestions and feedback.

Respectfully submitted,

Lorrie Ng
Treasurer

Pines Lake Association

Budget 2021-2022

	Expected Finish 3/31/2021	Budget 2020-2021	Proposed Budget 2021-22
Income			
40000 Full Dues	325,099	331,870	326,000
40100 Senior Dues	175,680	167,760	172,800
40200 Late Fees	459	1,000	1,000
40300 Back Dues	37,559	30,000	25,000
40400 Initiation Fees	22,280	15,000	15,000
40500 Snack Bar		7,500	7,500
40700 Interest Income	255		
40800 Community Activities Income			
Total Income	\$ 561,331	\$ 553,130	\$ 547,300
Expenses			
50000 Administration			
50100 Badges and Decals	762	600	600
50200 Legal Fees	8,800	15,000	15,000
50225 Audit Fees	5,500	5,500	5,500
50250 Payroll Service	1,532	1,500	1,500
50275 Office/Web/Consulting Services	1,103	500	500
50300 Insurance	60,000	60,000	60,000
50500 Miscellaneous/Other	1,230	1,000	1,000
50600 Administration - Printing & Postage	7,702	6,400	7,200
50700 Office Supplies	803	1,100	1,000
50750 Storage/Rental Expense	2,103	2,450	2,200
50800 Bank Charges	84	225	100
51100 Other Taxes & Fees	1,031	300	300
51200 Administrator Salary	24,795	24,795	25,795
51300 Administrator P/R Taxes	2,108	2,108	2,200
51400 Meeting Expense	177	800	800
51500 Administration - Mileage	200	300	300
51600 Property Taxes	55,000	55,000	55,000
51700 Phone & Internet Access	1,613	1,200	1,600
51900 Office Equipment Purchases	1,160	500	500
Total 50000 Administration	\$ 175,703	\$ 179,278	\$ 181,095
55000 Community Activities			
55100 Picnic & Party Expenses	912	4,500	4,500
55200 Senior Activities	1,200	1,200	1,200
55300 Other		500	500
55320 Liquor License Permits		800	800
55800 Snack Bar Purchases			4,000
Total 55000 Community Activities	\$ 2,112	\$ 7,000	\$ 11,000
60000 Health & Safety			
60100 Summer Program Director Salary	8,790	21,000	9,500
60150 Summer Program Director P/R Taxes	774	1,785	810
60200 Asst Summer Program Dir Salary	15,563		13,000
60250 Asst Summer Program Dir P/R Taxes	1,394		1,100
60260 Weekend Manager Salary	2,781	2,500	2,500
60265 Weekend Manager P/R Taxes	266	213	213
60300 Life Guard Salaries	76,358	53,000	58,300
60350 Life Guard P/R Taxes	7,006	4,505	4,956
60500 Summer Program Staff Salaries	4,365	20,000	20,000
60550 Summer Program Staff P/R Taxes	365	1,700	1,700
60600 Summer Program Supplies	1,901	5,000	5,000
60700 Snack Bar Salaries		4,600	4,000
60750 Snack Bar P/R Taxes		391	391

60800 Snack Bar Purchases		4,000		
60900 Water Equipment & Supplies	772	1,000		1,000
61000 Other (includes permits for beaches and snack bar)	200	1,000		1,000
61900 Covid 19 - Health & Safety	421			1,000
Total 60000 Health & Safety	\$ 120,957	\$ 120,694	\$	124,470
70000 Property & Maintenance				
70100 Properties Director Salary	30,120	30,120		31,120
70150 Properties Director P/R Taxes	2,560	2,560		2,645
70300 Maintenance Staff Salaries	12,073	14,000		15,400
70350 Maintenance Staff P/R Taxes	1,200	1,233		1,356
70600 Landscaping	3,752	3,500		3,700
70700 Refuse Removal	1,250	1,700		1,700
70800 Sand & Spreading	-	3,700		3,700
70900 South Beach Docks In/Out	1,968	2,100		2,000
71000 Tree Feeding & Spraying	904	1,000		1,000
71100 Tree Trimming & Removal	13,323	10,000		10,000
71200 Rental Expense	1,189	1,500		1,300
71300 Truck Maintenance	74	1,000		1,000
71400 Boat Maintenance	499	850		800
71600 Pavilion & Beach House Maint.	1,552	5,000		4,000
71700 Tennis Court Maintenance	-	4,000		2,000
71750 Dock Maintenance	16	250		250
71800 Property Maintenance	1,500	2,000		2,000
71900 Licenses & Permits	155	200		200
72100 Equipment & Supplies	3,001	4,500		4,500
72400 Telephone, Electric & Water	5,896	6,000		6,500
72500 Other	1,369	2,500		2,000
72600 Mileage	74	200		200
72700 Major Properties Projects	-	1,000		-
72900 Covid 19 - Property & Maint	3,723			3,750
Total 70000 Property & Maintenance	\$ 86,197	\$ 98,913	\$	101,121
74000 Capital Projects				
74050 Desilting		200,000		200,000
74210 Regular Dam Inspection	3,400	5,000		5,000
74320 misc project	2,500	2,500		2,000
74645 Snack Bar Renovation				
Total 74000 Capital Projects	\$ 5,900	\$ 207,500	\$	207,000
75000 Security and External Affairs				
75100 Security Staff Salaries	38,586	36,000		40,000
75150 Security Staff P/R Taxes	3,449	3,060		3,600
75400 Other		500		500
75600 Supplies	50	500		500
Total 75000 Security and External Affairs	\$ 42,084	\$ 40,060	\$	44,600
76000 Water Quality				
76100 Water Quality Testing	6,206	7,600		7,600
76200 Algae Treatment	5,991	6,000		6,000
76300 Weed Treatment	18,904	21,000		21,000
76400 Fish Stocking	2,000	2,000		2,000
76500 Geese Program	1,300	6,000		6,000
Total 76000 Water Quality	\$ 34,401	\$ 42,600	\$	42,600
Total Expenses	\$ 467,353	\$ 696,045	\$	711,886
Net Operating Income	\$ 93,978	\$ (142,915)	\$	(164,586)
Transfer to Reserve Funds	\$ 90,000	\$ -	\$	-
Transfer from Reserve Funds	\$ -	\$ 150,000	\$	165,000
Net Operating Income After Transfer to Reserve Funds	\$ 3,978	\$ 7,085	\$	415

2020 Annual Meeting – Election Certification

The regularly scheduled in-person Annual Meeting of March 12, 2020 at Pines Lake School cafeteria was canceled due to the onset of the current pandemic. The Board of Trustees reacted by instituting an electronic voting process to approve the proposed 2020-2021 annual budget and elect new members to the Board of Trustees.

This report certifies the election results. Votes were cast both as paper ballots received in advance of the scheduled meeting time and by electronic voting on March 19, 2020.

The results of the various votes are as follows:

Annual Budget: Passed as proposed by a vote of 163 to 1

Board of Trustees: Lorrie Ng – New Member to a 3 year term

Paige Brennan – New Member to a 3 year term

Rob Bush – Re-elected to Board to a 3 year term

Nomination for President:–

Per our By-Laws Article IV. B., to be eligible for President, a candidate must have served on the Board of Trustees for at least two consecutive years within the five-year period immediately prior to his or her election. Rob Bush kindly expressed willingness to serve and having no competition as Secretary I cast one vote in his favor.

Rob will serve as President for the PLA year 2020/2021. Congratulations Rob!

Duly submitted,

Jon Kramer
Secretary - PLA

Minutes of the Pines Lake Association

Annual Meeting
March 15, 2019

Board Members: President, Jenna Lynch, Vice President, Suzanne Bloom, Secretary, Jon Kramer, Treasurer, Paula Horne, Membership, Rob Bush, Health and Water Safety, Tara Daly, Community Activities, Heidi Fletcher, Security & External Affairs, Damon DeLucca, Properties, Bob Andersen.

Board Attorney, Patrick Anderson, Administrator Marge Caffery.

Quorum was reached and accordingly the meeting was opened at 8:01 pm.

Flag Salute followed by a moment of silence observed in honor of our members who passed away in the last year.

Motion made to approve the minutes of the previous Annual Meeting (3/1/18), as published in the Annual Report, made by member Bill Weston. Seconded by member Don Fornuto. By voice vote, the minutes were approved.

Trustee Reports:

Suzanne Bloom - Water Quality: Lot of rain, water quality deemed way above average by Aquatic Technologies Please refrain from feeding birds and otherwise littering or throwing debris into our lake. It can be a fragile ecosystem as such requires member cooperation to keep it healthy.

Rob Bush - Membership Trustee: Back dues had been estimated at \$12K for this year's current year budget. In fact we achieved \$66K actualized to date, with another healthy amount potentially in process. Rob addressed the changes associated with the Radburn Decision. No nominations from the floor, trustee election process, all home and lot purchasers are now members it is now a matter of being in good standing or not. The e-mail from Jenna Lynch clarified that and the hand out in your annual meeting package details this including a web site for further information.

Jon Kramer – Secretary: Noted the recordings of PLA meetings and working session were made in full accordance with the requirements, all records of the Association are maintained as needed to the best of our knowledge, and all requests for use of the Pavilion, when conforming to our proper use policy, were approved.

Damon DeLucca - Security and External Affairs: Covered Photo IDs for all employees and staff and Board Members. Recommended the members consider getting one themselves to make it easier for the security staff to do their jobs. No major events in the last year that warrant particular attention.

Steve Sanchez - asked about the matter of back dues having to be made current.
Discussion moved to after Trustee reports per Roberts Rules

Heidi Fletcher – Communities: Expanded program, with Fall Fun Day, first annual Pines Lake 5K raised over \$1000 for the PL scholarship fund, revived Oktoberfest.

Tara Daly - Beach front and Health & Safety: Lindsay Hassert our summer program named Governors Award Educator. Gen Wall co-ran the program extended the program from M-Th to M-F Food Truck Adding Pickle ball to this year's program

Bob Andersen – Properties: Stayed within the budget despite the difficult conditions this summer. Next scheduled lake lowering will be Fall 2020. Last lake lowering was 2015 Cleaned out Haycock Brook this year. Periodic cleaning is a matter of necessity. New Pavilion roof added this year. Improving Snack Bar area for this upcoming summer. Will improve the customer experience and will conform with Wayne Township Board of Health expectations.

Paula Horne - Treasurer Tax abatement is helping control budget and dues increase Estimating the next lake lowering at \$200K we have thus earmarked an additional \$25K from this year's budget to allow for a \$50K reserve this fiscal year. New minimum wage impacting our labor costs. \$25 increase being proposed given the eye towards fiscal responsibility for the future.

Opened the floor for Member comments on Proposed Budget

Steve Sanchez - 29 Green Knolls - In the past we showed the prior year budget and actual. Allows him to make comparison of spent vs budgeted. Not seeing this. Not challenging the line items but asking for better comparison without having to pull out prior annual reports. Agreed. Damon DeLucca - part of Legal Spend was assembling an HR Handbook Patrick Anderson - addressing the legal cost area - as per Damon part of the HR handbook and a hire for lake bottom evaluation for tax abatement challenge.

Michelle Christie - 42 Balsam Road - reiterated Steve Sanchez's point that a 3rd column for performance to current budget. This year's annual report only 2 columns were presented. Board agreed to use this extra column format going forward.

Bob Wiseman - 470 Indian Rd Complimented unpaid board for managing a budget approaching \$600K With 750 families at only \$25 increase in dues are we confident that this will ensure that we are in a sound fiscal position. Paula Horne replied the \$23K in tax reduction, the additional back dues and this increase will be appropriate for keeping the lake on good financial footing.

Rob Bush: Discussed in detail the savings we are realizing in having our properties reduced without imposing deed restrictions. Furthermore the lake bottom evaluation and the resulting lowering of tax bill will be significant savings.

John Pennington - 242 Beech Terrace Page 22 'management has omitted...' statement Wondering if we can provide that information to him so as to allow him to not have to make

that statement. Patrick Anderson addressed this, that were we a Fortune 500 company or the sort we would have to invest to assemble such a full audit. This statement is the disclosure that in we pay for a financial review but not a full audit. Bob Wiseman 470 Indian Rd - Moved to accept the new budget as published and proposed John Pennington seconded. Show of hands, proposed budget passed unanimously

Election of new Board of Trustee Members: Jenna Lynch gave an overview of the new legislated election process. Patrick Anderson clarified that we are doing so now in compliance with the law. Dan Pagano - wanted to know why we did not adhere to the rules for bylaw changes with 40 days advance notice. Patrick explained that in order to comply with the new laws the law says the Board of Trustees has the right and in fact obligation to make those changes to make those changes. As such no meeting was held, the bylaws were changed as per the requirement of that new Radburn decision law.

Rob Bush pointed out that we had to make the changes in advance of the meeting in order for this meeting to comply with the new laws.

Steve Sanchez - inquiring about the back dues and the obligation to that property transferring to the new owner. Rob Bush explained the status quo will continue in this regard and that the membership of the property is now mandatory.

Jenna announced the winners of the election process. Elected to new 3-year terms to the Board of Trustees as voted today: Suzanne Bloom Damon DeLucca Ken Berk

Nomination for President - Jenna Lynch nominated. By-Laws impose service requirements for this nomination, seeing no interest in anyone else with proper qualifications seeking the office, approved by show of hands. Secretary Jon Kramer cast one vote. Jenna to continue as PLA President for PLA year 2019/2020.

Jenna thanked out-going Board of Trustees member Tara Daly for her fine work and the great shape that she is leaving us in going forward.

Election of Quadrant Reps: Rob Bush presided over the explanation of the geographies, the duties thereof, the election process and such. Northeast - Howie Freeman is agreeable to a second term. Show of hands, Jon Kramer cast one vote on his behalf. Southeast - Greg Donnelly - by show of hands - Jon Kramer cast one vote on his behalf. Southwest - Lynne Brescia Show of hands, Jon Kramer cast one vote on her behalf. Northwest quadrant - Hope Weston Show of hands, Jon Kramer cast one vote on her behalf.

OPEN DISCUSSION:

Jenna Lynch indicated the Board is going to propose a By-Law change from current 175 quorum to 100 members in person or 125 with absentee votes included, as it is getting increasingly difficult to achieve Quorum. This year we had to canvas by phone to get a few more people to come in to make it across the 175 member line and we started half an hour late as a result. General consensus is this is a good idea to pursue.

Linda Ransom - 1208 Pines Lake Drive West As President of Friends of Laurelwood Arboretum, she encourages everyone to come on out to Laurelwood and enjoy the natural beauty of this special place.

Lois Patuto - 11 Pontiac Drive wanted to be included on the e-blast e-mail list. Arrangements made.

Stuart Reiser - 98 PLDE Noticed the entirety of Pines Lake Drive East has been resurfaced except the portion from Indian to Tower. Asking for PLA board support to ask the Township for this last area to be repaved. Jenna Lynch indicated that we will but it has been proven the most effective way to accomplish this type of township service is to have the affected neighbors band together PLA we can provide an additional voice

Jackie Helfand - 22 Iowa Road asked about speed bumps on Pines Lake Drive. Jenna replied we have seen this initiative but it was stopped by the actual neighbors to the proposed exact locations. Asked if Wayne Police could post speed traps to issue tickets as a deterrent. Again a township issue.

Heidi Fletcher - need more TIPS certified members for serving alcohol. Cost of \$40 is reimbursed

John Pennington - 242 Beech Terrace - Gave thanks the board. Asked for a motion to change bylaws with updated quorum. This was discussed and there is a ByLaws procedure to follow and as such we cannot make the motion at this meeting at this time.

Steve Butkiewicz - 42 Tower Rd Is issue of Photos ID dead? Damon indicated any member who might want one can come down to South Beach on a Saturday during the summer. Marge Caffery reminded the hours are 10 am to 2 pm every Saturday during the season. Damon reiterated the value to running the Security detail for PL

Karen Butkiewicz - 42 Tower Rd Asked if one can preview their Photo ID Badge photo before using it to make the badge - Damon answered Yes we that is easily accommodated.

Katie Brown - 154 Algonquin Trail. Can she bring kids down to beach - yes

Barbara Dardia - 95 Poplar Rd - asked about guest badges. Rob and Damon explained the program for guest badges was abandoned. Currently must be with a member and you are free to come in. No more limitations to six badges etc. Barbara asked for clarification about the number of guests, Damon explained that there is no limit to the number of guests it is about control of your guests. Her daughter who is married with kids but if Barbara is not going down there with her. Guest cannot have a guest. So Barbara's daughter can come with grandkids just not

John Parella - 344 Pines Lake Drive East - Reminded past practice of borrowing guest badges to cover the number of guests, etc. Discussion to remind everyone that we don't use the guest

badge system anymore. Members can bring down their guests and accompany them without any badges.

Lorie Vaught - 565 Pines Lake Drive -Suggested dated wrist badges for guests. Damon as Security Trustee agreed to consider this. Sounds like it has merit.

Doug Christie - 42 Balsam Road Reminded that adult children and grandchildren were voted access in past year. Jenna Lynch confirmed.

President Jenna Lynch reminded that the Pavilion usage is still open by way of request form.

Donna DeBlock - 7 Hawthorne Rd - reported there is a current power outage across much of Pines Lake so be careful.

Ken Berk moved to adjourn Steven Sanchez seconded

Mtg adjourned at 9:10 pm

Duly submitted,

Jon Kramer Secretary – Pines Lake Association

Pines Lake Memorial Scholarship

The *Pines Lake Scholarship Fund* was created in 1982. It is a tradition where we honor a graduating high school senior within Pines Lake who “most embodies the spirit of living and growing up in Pines Lake.” Accompanying the honor is a one-time \$1,000 award.

The PLA Memorial Scholarship is an enduring institution, one of the many things that helps define growing up in our special community. Over the years, as our young boys and girls have watched the winner being announced at the Fourth of July Parade, many must have thought to themselves, ‘someday that might be me’. As the years passed by, one of them it was indeed. Below please find our list of previous recipients by year:

<i>PLA Scholarship Recipients</i>		
1982 – Heidi Moore	1996 – M. Prail & P. Ramer	2011 - Patrick Calabrese
1983 – Jim Ungemach	1997— Kimberly Rose	2012 - Stephanie Barone
1984 – Thuy Le B	1998 - Sara Morehead	2013 - Ryan Ireland
1985 – Linda Coulson	1999 - Kelly Dalto	2014 – Brianne Lindstrom
1986 - Robert Vietrogoski	2000 - Art Dardia III	2015 – D. Tarpey & M. Horne
1987 – C. Scherer & B. Boyle (Co-Winners)	2001 - Douglas Hoekstra	2016 – Christopher D’Aloia
1988 – Adrienne Smith	2003— Lauren Mezey	2018 - Maddy Flynn
1989 – Kim Coulson	2004 - Rachel Rossitto	2019 - Mark Noschese
1990 – Rachel Lindsay	2005 - Cynthia Leach	2020 Robert Stepien & Ben Kressaty
1991 – Chris Hartman	2006 - Brandon Battersby	
1992 – Andy Leszkowicz	2007 - Parker Weston	
1993 – Jennifer Kick	2008 - Patti Meringer	
1994 – Christy Robbins	2009 - Erica Anderson	
1995 – Jennifer Inglett	2010 - Sandra Thomas	

Respectfully submitted,

Jennifer Ferentz
Scholarship Committee Chairwoman

Pines Lake Memorial Scholarship Application Procedures

Eligibility:

1. Applicant must be a member in good standing of the Pines Lake Association.
2. Students whose parents are current Board Members, Administrator, Properties Director or members of the Scholarship Committee (as of the application due date) are ineligible for consideration.
3. Students must be entering college or other vocational / academic institution of higher education in the Fall of 2021.
4. Applications are due **Friday, May 28th** via email to Jen Ferentz (jenferentz@gmail.com).
5. Personal interview is required as part of the selection process. Interviews will be held prior to high school graduation.

Application Materials:

- A. **Short resume with credentials and background:** The document must have your name, address, cell phone, and e-mail address. You can include extracurricular activities, sports, organizations/affiliations, community service, and work experience.
- B. **2 page essay:** Describe how growing up in Pines Lake has influenced your childhood and personal development.

Winner of the Pines Lake Memorial Scholarship will be announced at the culmination of the 4th of July parade.

**Pines Lake Association
Financial Statements
Year Ended March 31, 2020**

**Pines Lake Association
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Year Ended March 31, 2020**

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Trustees of:
Pines Lake Association
Wayne, New Jersey

We have reviewed the accompanying financial statements of Pines Lake Association (a corporation), which comprise the balance sheet as of March 31, 2020 and the related statements of revenue, expenses and changes in cumulative excess of revenues over expenses and cash flows for the year then ended and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of Association management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion on the Financial Statements

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with accounting principles generally accepted in the United States of America.

Supplementary Information

The supplementary information in Schedules I-VI is presented for the purposes of additional analysis and is not a required part of the basic financial statements. The information is the representation of management. We have reviewed the information and, based on our review, we are not aware of any material modifications that should be made to the supplementary information in order for it to be in accordance with the accounting principles generally accepted in the United States of America. We have not audited the supplementary information and, accordingly, do not express an opinion on it.

Required Supplementary Information

Management has omitted supplementary information about future major repairs and replacements of common property that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Financial Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. The results of our review of the basic financial statements are not affected by that missing information.

Ott + Associates LLC

Otten & Associates, LLC
December 9, 2020

Pines Lake Association
Balance Sheet
March 31, 2020

Assets

	Operating Funds	Reserve Funds	Total Funds
Current Assets:			
Cash	\$148,996	\$341,774	\$490,770
Prepaid Expenses	84	-	84
Total Current Assets	149,080	341,774	490,854
Property and Equipment:			
Land	48,751	-	48,751
Improvements	1,392,882	-	1,392,882
Furniture and Equipment	273,653	-	273,653
Total	1,715,286	-	1,715,286
Less: Accumulated Depreciation	1,383,763	-	1,383,763
Net Property and Equipment	331,523	-	331,523
Total Assets	\$480,603	\$341,774	\$822,377

Liabilities and Fund Balance

Current Liabilities:			
Accrued Expenses	460		460
Deposits	5,319	-	5,319
Total Current Liabilities	5,779	-	5,779
Fund Balance:			
Cumulative Excess of Revenue Over Expenses	474,824	341,774	816,598
Total Liabilities and Fund Balance	\$480,603	\$341,774	\$822,377

See Accountants' Report and Notes to Financial Statements

Pines Lake Association
Statement of Revenue, Expenses and Changes in Cumulative
Excess of Revenue Over Expenses
Year Ended March 31, 2020

	Operating Funds	Reserve Funds	Total Funds
Revenue:			
Member Dues and Special Assessments	\$556,573		\$556,573
Initiation Fees	22,330		22,330
Investment Income		2,084	2,084
Revenues from Various Other Activities	7,327		7,327
Total Revenue	586,230	2,084	588,314
Administrative Expense	154,620		154,620
Community Activities Expense	5,685		5,685
Health and Safety Expense	128,571		128,571
Property and Maintenance Expense	142,565		142,565
Security and External Affairs Expense	37,664		37,664
Water Quality Expense	37,937		37,937
Total Expenses	507,042		507,042
Excess of Revenue Over Expenses Before Federal Income Tax	79,188	2,084	81,272
Federal Income Tax Provision	267		267
Excess of Revenues Over Expenses	78,921	2,084	81,005
Interfund Transfers	(85,000)	85,000	-
Cumulative Excess of Revenue Over Expenses at Beginning of Year	480,903	254,690	735,593
Cumulative Excess of Revenue Over Expenses at End of Year	\$474,824	\$341,774	\$816,598

See Accountants' Report and Notes to Financial Statements

Pines Lake Association
Statement of Cash Flows
Year Ended March 31, 2020

	<u>Operating Funds</u>	<u>Reserve Funds</u>	<u>Total Funds</u>
Cash Flows from Operating Activities:			
Excess of Revenues Over Expenses	\$78,921	\$2,084	\$81,005
Adjustments to Reconcile Excess of Revenues Over Expenses to Net Cash Provided by Operating Activities:			
Depreciation	40,887	-	40,887
(Increase) Decrease in Assets:			
Prepaid Expenses	267	-	267
Increase (Decrease) in Liabilities:			
Accrued Expenses	(1,362)		(1,362)
Deposits	3,040	-	3,040
Net Adjustments to Reconcile Revenues Over Expenses to Net Cash Provided by Operating Activities	<u>42,832</u>		<u>42,832</u>
Net Cash Provided by Operating Activities	<u>121,753</u>	<u>2,084</u>	<u>123,837</u>
Cash Flows from Investing Activities:			
Purchases of Property and Equipment	<u>(7,253)</u>	-	<u>(7,253)</u>
Net Cash (Used for) Investing Activities:	<u>(7,253)</u>	-	<u>(7,253)</u>
Cash Flows from Financing Activities:			
Interfund Transfers	<u>(85,000)</u>	<u>85,000</u>	-
Net Cash Provided by(Used for)Financing Activities	<u>(85,000)</u>	<u>85,000</u>	-
Net Increase in Cash and Cash Equivalents	29,500	87,084	116,584
Cash and Cash Equivalents at Beginning of Year	<u>119,496</u>	<u>254,690</u>	<u>374,186</u>
Cash and Cash Equivalents at End of Year	<u><u>\$148,996</u></u>	<u><u>\$341,774</u></u>	<u><u>\$490,770</u></u>
Supplemental Disclosure of Cash Flow Information:			
Income Taxes Paid	<u>-</u>	<u>-</u>	<u>-</u>

See Accountants' Report and Notes to Financial Statements

Pines Lake Association
Notes to Financial Statements
Year Ended March 31, 2020

Note 1 - Summary of Significant Accounting Policies:

A. Organization and Operations - **Pines Lake Association** (the Association) is a corporation formed to provide recreational facilities and offer community activities to its approximately 675 member households.

B. Fund Accounting - The Association uses fund accounting, which requires that funds, such as operating funds and funds designated for major repairs and replacements, be classified separately for accounting and reporting purposes. Disbursements from the operating fund are generally at the discretion of the board of directors. Disbursements from the reserve fund generally may be made only for designated purposes.

C. Member Dues and Initiation Fees - Member dues are recognized as revenue in the applicable membership period. Initiation fees are recorded as revenue in the period when the fees are collected.

D. Property and Equipment – The Association’s property and equipment consists of a lake, beaches, bridges, walkways and various improvements and equipment on approximately 160 acres of land in Wayne Township, New Jersey. All property and equipment is stated at cost and depreciated under the straight-line method. Depreciation is provided in amounts sufficient to write-off the cost of depreciable assets over their estimated useful lives, as follows:

Improvements	10-20 years
Furniture and Equipment	3-7 years

Maintenance and repairs are charged to operations when incurred. Betterments and renewals are capitalized.

E. Income Taxes - The Association files its income tax return as a regular corporation. Internal Revenue Code Section 277 and Internal Revenue Service Revenue Ruling 70-604 were utilized. Under this method current excess membership assessments, if any, are carried over to the following operating year and are not included in taxable income to the Association. Investment income and income from non-membership activities is included in taxable income and a portion of Association expenses is allocated to such income.

F. Cash and Cash Equivalents - For purposes of the statement of cash flows, the Association considers all highly liquid debt instruments purchased with a maturity of three months or less to be cash equivalents.

Pines Lake Association
Notes to Financial Statements
Year Ended March 31, 2020

Note 1 - Summary of Significant Accounting Policies: (continued)

G. Estimates - The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts during the reporting period and at the date of the financial statements. Actual results could differ from those estimates.

Note 2 - Concentration of Credit Risk:

The Company, at times during the year, maintains cash balances at financial institutions, which are in excess of the insurance provided by the Federal Deposit Insurance Corporation.

Note 3 - Income Taxes:

The provision for federal income taxes is as follows:

Current Provision	<u>\$267</u>
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Note 4 – Future Major Repairs and Replacements:

The Association’s governing documents do not require the accumulation of funds to finance estimated future major repairs and replacements. The Board of Trustees has designated certain operational funds for future repairs and replacements. However, the amounts designated may not be adequate to meet future needs. If additional funds are needed, the Corporation has the right to increase member assessments or levy special assessments, or it may delay major repairs and replacements until the funds are available. The Association uses the services of a professional engineering firm specializing in dam maintenance and safety, and this firm is satisfied as to the current condition of the dam. It is the opinion of the Board of Trustees that the Association is sufficiently reserved for expected future repairs and maintenance, which are scheduled to or likely to occur.

Note 5 – Subsequent Events:

Management has evaluated subsequent events through December 9, 2020 which is the date these financial statements were available to be issued.

Supplemental Information

Pines Lake Association
Schedule I - Administrative Expense
Year Ended March 31, 2020

	Operating Funds	Reserve Funds	Total Funds
	<u> </u>	<u> </u>	<u> </u>
Salaries	\$23,795	\$ -	\$23,795
Payroll Taxes and Workers Compensation Insurance	2,858	-	2,858
Insurance	42,021	-	42,021
Utilities	1,069	-	1,069
Property Taxes	42,733	-	42,733
Professional Fees	25,662	-	25,662
Office Expense, Postage and Printing	16,482	-	16,482
	<u> </u>	<u> </u>	<u> </u>
Total Administrative Expense	<u><u>\$154,620</u></u>	<u><u>-</u></u>	<u><u>\$154,620</u></u>

Pines Lake Association
Schedule II - Community Activities Expense
Year Ended March 31, 2020

	Operating Funds	Reserve Funds	Total Funds
	<u> </u>	<u> </u>	<u> </u>
Activities	\$5,685	-	\$5,685
	<u> </u>	<u> </u>	<u> </u>
Total Community Activities Expense	<u><u>\$5,685</u></u>	<u><u>\$ -</u></u>	<u><u>\$5,685</u></u>

See Accountants' Report

Pines Lake Association
Schedule III - Health & Safety Expense
Year Ended March 31, 2020

	<u>Operating Funds</u>	<u>Reserve Funds</u>	<u>Total Funds</u>
Salaries	\$103,463		\$103,463
Payroll Taxes and Workers Compensation Insurance	15,890	-	15,890
Beach Related Supplies	5,692	-	5,692
Snack Bar Purchases	3,526	-	3,526
Total Health and Safety Expense	<u>\$128,571</u>	<u>\$ -</u>	<u>\$128,571</u>

Pines Lake Association
Schedule IV - Property & Maintenance Expense
Year Ended March 31, 2020

	<u>Operating Funds</u>	<u>Reserve Funds</u>	<u>Total Funds</u>
Salaries	\$41,308	\$ -	\$41,308
Payroll Taxes and Workers Compensation Insurance	6,174	-	6,174
Maintenance and Landscaping	34,385		34,385
Utilities	7,244		7,244
Equipment and Supplies	4,867		4,867
Capital Projects	7,700		7,700
Depreciation	40,887	-	40,887
Total Property and Maintenance Expense	<u>\$142,565</u>	<u>\$ -</u>	<u>\$142,565</u>

See Accountants' Report

Pines Lake Association
Schedule V-Security and External Affairs Expense
Year Ended March 31, 2020

	<u>Operating Funds</u>	<u>Reserve Funds</u>	<u>Total Funds</u>
Salaries	\$32,112	\$ -	\$32,112
Payroll Taxes and Workers Compensation Insurance	4,912		4,912
Supplies	640	-	640
Total Security and External Affairs Expense	<u>\$37,664</u>	<u>\$ -</u>	<u>\$37,664</u>

Pines Lake Association
Schedule VI-Water Quality Expense
Year Ended March 31, 2020

	<u>Operating Funds</u>	<u>Reserve Funds</u>	<u>Total Funds</u>
Weed/Algae Treatment	\$24,644	\$ -	\$24,644
Water Quality Testing	9,205		9,205
Geese Program/Fish Stocking	4,088	-	4,088
Total Water Quality Expense	<u>\$37,937</u>	<u>\$ -</u>	<u>\$37,937</u>

See Accountants' Report