

The Birches West News

The official newsletter of The Birches West POA



ANNUAL FALL MEETING DATE SET



"For a community to be whole and healthy, it must be based on people's love and concern for each other."

Millard Fuller

The Annual Association meeting will be held on **November 10, 2013 at 1:00 PM** at the West End Fire Company, Route 715, Brodheadsville, PA.

At the meeting, the 2014 operating budget proposal (enclosed) will be presented for adoption.

Additionally, elections will be held for the office's of Vice President of Recreation and Vice President of Maintenance. Please make every effort to attend so as to participate in important decisions affecting the neighborhood.



Remember, a quorum is needed to conduct any business. If there is no quorum, the budget cannot be passed and the pool cannot open next season.

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CHANGES TO ASSOCIATION MANAGEMENT COMING SOON

After 20 years of service, Business Manager Sue Eckert has decided to retire. As a result of extensive research and exploring various options, the Board of Directors has selected Wilkins & Associates Property Management to take over the day to day operation of the Association.

Association members will be pleased to know that the cost associated with Wilkins services is nearly equal to the

annual budget allotment for Association Management.

The changeover will take effect as of October 1, 2013.

All members will have the opportunity to speak with a Wilkins representative at the Annual meeting in November.

It is anticipated that the transition to Wilkins Property

Management will be a smooth one, and the service that members have come to expect will continue in an efficient and economical manner.

THE FOLLOWING POSITIONS ALONG WITH A BRIEF JOB DESCRIPTION ARE UP FOR ELECTION AT THE GENERAL MEMBERSHIP MEETING OF 2013

VICE PRESIDENT OF MAINTENANCE (2 YEAR POSITION)

CURRENT VP, JIM KRETZMER WILL BE SEEKING RE-ELECTION

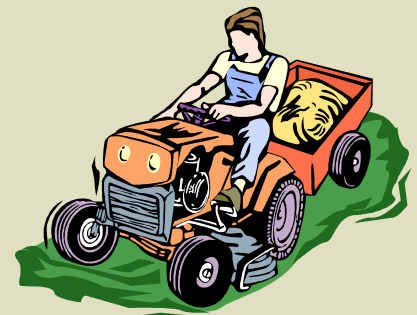
Repair or replace any broken or defective items (with the Board's approval), so that the Association is in proper working order.

Oversee any hired Maintenance workers.

Assist the Vice President of Recreation with the storing of all pool equipment, supplies, vending machines and general cleaning for the season on first and last day of pool opening.

Attend monthly Board meetings and the

General meeting to apprise members of the status of the Recreation area.



VICE PRESIDENT OF RECREATION (2 YEAR POSITION)

Taking charge of the selection and monitoring process of Recreation employees.

Keeping up on maintenance duties in and around pool area.

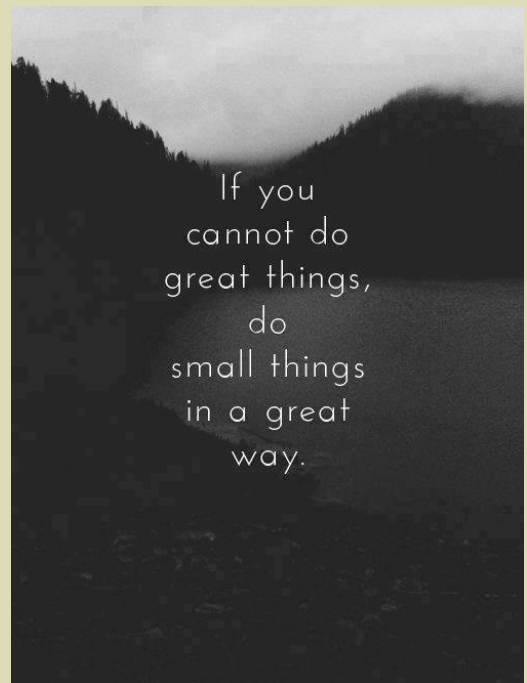
Seeing that the soda and vending machines are full at all times during the summer season.

Purchase supplies when necessary, for refills.
Head committees for annual picnic, pool parties, etc.

Storing of all pool equipment, supplies; emptying vending machines and general cleaning for the season on last day of pool opening.

Handling of Annual Picnic information.

Attend all monthly Board of Director's meetings and Annual meeting.



If you cannot do great things, do small things in a great way.



If you are interested in running for any available position, please call **269-2906** to make arrangements to receive all necessary forms.

All forms must be submitted no later than

OCTOBER 21, 2013.

PROPOSED OPERATING BUDGET	PROPOSED BUDGET 2013	ACTUAL AT 9/25/2013	PROPOSED BUDGET 2014
REVENUE			
Dues (starting 2013 3% allowance for unpaid dues)	45580.00	44165.59	45580.00
Association Activities	500.00	521.25	500.00
Interest Income *	250.00	175.00	200.00
Permit Fees	150.00	300.00	150.00
Resale Certificates	500.00	200.00	0.00
Court Costs Recovered	500.00	69.04	500.00
Finance Charges	250.00	188.31	250.00
Other Income / Postage rcv'd	100.00	182.66	100.00
TOTAL REVENUE	47830.00	45801.85	47280.00
EXPENSES			
Association Activities	1500.00	865.32	1200.00
Building/Grounds	3500.00	3357.81	3800.00
Pool Maintenance	5000.00	4315.11	5000.00
Office Supplies	200.00	449.77	200.00
Miscellaneous (Bank Charge)	150.00	404.31	150.00
Postage *	600.00	453.74	300.00
Printing *	400.00	195.00	200.00
Court Filing Fees	1250.00	0.00	500.00
Utilities *	3200.00	3000.00	3200.00
Petty Cash	300.00	300.00	300.00
Insurance	6500.00	6333.00	7000.00
Income Tax (HOA)	150.00	31.00	150.00
Payroll (Gross)	17000.00	14417.82	9500.00
Payroll Taxes *	4500.00	4300.00	3000.00
Capital expense	0.00	0.00	0.00
Professional Fees	1000.00	1500.00	7500.00
Vandalism Expense			
TOTAL EXPENSES	45250.00	35607.77	42000.00
REVENUE LESS EXPENSES	2580.00	10194.08	5280.00

*estimated to 12/31/13

BWPOA ASSETS

as of September 25, 2013

Current Assets**Checking/Savings**

ESSA - CD Accounts @ 8/31/12	\$28,679.96
North Penn - General Fund	\$16,988.74
North Penn - Depreciation Acct	\$7,251.02

Total Checking/Savings	\$52,919.72
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Total Current Assets	\$52,919.72
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TOTAL ASSETS	\$52,919.72
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**Depreciation Account Detail**

Depreciation Acct Balance as of 1/1/13	\$8,433.96
Depreciation Dep owed from 2012	3275.00
Depreciation Expense (-)	\$1,360.92
Interest Income (+) as of 9/25/13	7.08
Depreciation Acct Balance as of 9/25/13	\$10,355.12
Estimated Mandatory Depreciation Deposit (+) by 12/31/13*	\$7,800.00
Projected Deprec Acct Balance at 12/31/13	\$18,155.12

*Subject to final revisions

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188 Jennifer Lane
Effort, PA 18330
570-269-2906



WE'RE ON THE WEB!

WWW.THEBIRCHESWEST.COM



Gutter Cleaning, Spring/Fall Clean-up, Driveway Sealing, Tree Pruning

Firewood, Mulch, Stone, and Dirt Delivered

John Moore

Lawn Mowing & Snowplowing

570-350-3110

Fertilizing, Shrub Trimming, Leaf Blowing, Debris Removal, Odd Jobs...

**Something To Sell?
Advertise On Our Website!**

Members in good standing are welcome to advertise garage sales, yard sales or specific items for sale on our website or in our Newsletter, for a nominal fee.

Please contact:

secretary@thebircheswest.com

or

call 570-269-2906 for our reasonable rates!

