



THE BIRCHWOOD VOICE

Birchwood Lakes Community Association, Inc.
212 Aspen Road, Dingmans Ferry, PA 18328
(570) 828-2111

Volume 4/ No. 3

BIRCHWOOD LAKES COMMUNITY ASSOCIATION, INC.

SPRING 2009

President's Message

by Chas Ritson

Spring has finally arrived and with the warmer weather most of us are looking forward to a new baseball season, catching that first bass, planting tomatoes and flowers, or just getting out in the air. This year is different though, as we all know. I don't remember there being such bad economic news and it seems there's no end to it. Yet, I remain optimistic about our community. I strongly believe that Birchwood Lakes is moving in the right direction and I am confident that we will weather this period and there will be better times ahead. Things may not always go as smoothly or as quickly as we'd like, but your Board of Directors and your staff of

employees are committed to making this the best community to live and play in that we can.

I also want to thank the membership for showing confidence in this Board by passing all elements of the recent voting package. By approving these measures, we should be more efficient and effective, and be able to move forward on some much needed improvements, such as buying umbrellas and tables for the pool, replacing the old playground equipment adjacent to the pool, and purchasing a new tractor and grass cutting accessories that will allow us to properly maintain and trim the grass and weeds alongside all of our roads. We will also be



It's Spring!

Photo by M. Livingston.

finishing up the roadwork that was started last fall as well as completing an entire new roads package later this

spring.

Lastly, you may have noticed that we have a new community safety company working for us. The office and I have received numerous compliments on this new service, particularly the increased presence throughout the community. Please give a wave or say hello to

these new officers, and let the office know how they're doing.

Thanks for being part of Birchwood Lakes. Come out to our Board meetings, join a committee and have the satisfaction that your voice is heard and that you are a participating member in governing our community.

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Birchwood Lakes Community Association, Inc.
212 Aspen Road
Dingmans Ferry, PA 18328

Deadline for the Birchwood Lakes newsletter is May 11.

2009 Board of Directors

President	Charles Ritson
Vice President	Louis Freeman
Secretary	Eileen Naturale
Treasurer	Chas Ritson
Directors	Ann Marie Celentano John Meola Robert Nilsen

Standing Committees

BLCA Property Development	Chairperson-Charles Ritson Co-chairperson-Ann Marie Celentano
Finance, Budget, Contracts	Chairperson-Charles Ritson Co-chairperson-Marcella Livingston
Road Maintenance & Construction	Chairperson-Louis Freeman Co-chairperson-Robert Nilsen
By-Laws	Chairperson-Charles Ritson Co-chairperson-Nancy Halliday
Rules & Regulations	Chairperson- John Meola Co-chairperson-
Capital Projects	Chairperson-John Meola Co-chairperson-
Voting & Elections	Chairperson-Eileen Naturale Co-chairperson-Marcella Livingston
Appointed Committees	
BLCA Property Beautification	Chairperson-Robert Nilsen Co-chairperson-Maria Moffa
Recreation	Chairperson-Eileen Naturale Co-chairperson-Joanne McInerney
Community Safety	Chairperson-Ann Marie Celentano Co-chairperson-Kathleen Stirrat
Lake Management	Chairperson-Charles Ritson Co-chairperson-Sheila Salmon
Community Affairs	Chairperson-Sheila Salmon Co-chairperson-Maria Moffa

Notes from the Community Manager

Bettye White Gross, CMCA, AMS

Spring is just around the corner as this edition of the Birchwood Voice goes to press. The warm weather's return brings children to the playgrounds and basketball court, as well as an increase in pedestrians along the roadways. Please slow down and be mindful of everyone's safety. The geese have returned even as the Association prepares for the 2009 "addling" activities utilizing community volunteers.

Office staff is preparing the 2009 badges for distribution to members in good standing beginning in mid-April. Badges are required when using the community facilities and common areas. Weight restrictions have been in place while the roads are prone to special damage during freeze thaw cycles. The ten ton weight limit may be utilized up to eight weeks and roads are monitored weekly. Even as we hope for consistently warm weather, maintenance staff remains on standby for the last snowfall of the year.

You may have noticed Vector Security vehicles patrolling the Association's roadways. The Board of

Directors entered into contract with Vector Security for Public Safety services beginning February 1. Please update your records to indicate 570-828-6009 or 1-800-222-6565, option 1 (should you need to contact the officer on duty) for Public Safety matters. As always, if you have a true emergency, call 911 first.

The Association is also in the process of outsourcing bookkeeping services to Appletree Management Group as approved by the Board. The transition should be completed mid-April. We appreciate your patience during this time as we make the changes.

You should have received your 2009/2010 annual dues invoice. If not, please contact the office to request an invoice and verify we have your current mailing address on file. Remember,

if you own lot improved properties, you must be in good standing to receive the discounted dues rate under the Lot Improvement Program.

The winter hours continue in the office through Memorial Day. You may reach us Monday through Friday, 8 a.m. to 4:30 p.m. and the first Saturday of the month from 8 a.m. till noon. Please feel free to give us a call at 570-828-2111 with any questions regarding the community. We would be happy to help.

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Let Delaware Township Inform you of local emergencies.

Delaware Township in partnership with Twenty First Communications has instituted a local notification system that will be able to send telephone notification to residences and businesses within Delaware Township impacted by, or in danger of being impacted by, an emergency or disaster. Register your phone numbers with us so we can add you to our Reverse 911 calling system.

Please contact us at:

570-828-2347

BIRCHWOOD LAKES COMMUNITY ASSOCIATION, INC.

2009 SCHEDULE OF OPEN BOARD MEETINGS

Open Board Meetings are held at the BLCA Clubhouse

MAY 8 7:30 p.m.

AUGUST 15 9:30 a.m.

JUNE 13 9:30 a.m.

AUGUST 22 9:30 a.m.

JULY 10 7:30 p.m.

Annual Meeting

Membership Vote Results

The results of the membership vote were announced at the January 24, 2009 meeting. Members in good standing approved the proposed 2009/2010 budget, reserve withdrawals and By-Laws amendments. Individual vote counts were as follows:

2009/2010 Fiscal Year Budget

20 "Void" Ballots, 127 "Yes" Ballots, 63 "No" Ballots

Reserve Withdrawals

(Stainless Steel Spreader, Tractor w/Attachments, Maintenance Trailer, Culvert Maintenance, Playground/ Recreation Areas, Entrance Signs and Contracted Roads)

20 "Void" Ballots, 150 "Yes" Ballots, 41 "No" Ballots

By-Laws Amendments

	YES	NO
Amendment #1: Organization Chart Corrected spelling of BLCA, the title of Community Manager, and the names and placement of Standing and Appointed Committees	170	18
Amendment #2: Article I, (B) Corrected mailing address of the Association.	172	14
Amendment #3: Article IV, Section 4 (B) Increased annual dues for a tenant-occupied property to an additional one hundred percent (100%) of the homeowners Annual Dues assessed.	122	63
Amendment #4: Article V, Section 1 (A) Eliminated the need for a quorum if no voting is to take place at the Annual Meeting.	142	45
Amendment #5: Article VI, Section 2 (C) Removed the requirement for voting in the event that there are less than or equal to the number of candidates as there are open seats for the board and any voting will not change the outcome of the candidates for the board.	138	46
Amendment #6: Article XIV, Section 1 Corrected title to Community Manager.	164	21
Amendment #7: Article XIV, Section 3 (D) Permits the Community Manager to appoint and have the right to suspend subordinate employees as described in the Employee Handbook.	153	33
Amendment #8: Article X, Section 4 (A) Allows any person who has been appointed to the Board to fill an unexpired term to remain on the Board until the end of that full term and this time will not be considered a term served unless it is for two years or more.	162	26
Amendment #9: Article X, Section 4 (D) Allows the Board, by majority vote, to fill a vacancy when a vacancy is not filled by election or if no member in good standing submits a resume by extending the expiring term of any Board member.	142	45
Amendment #10: Article X, Section 4 (D) Moves current Letter D to Letter E.	155	26
Amendment #11: Article X, Section 7 Adds language allowing person(s) appointed to fill a vacancy on the Board to run for election at the end of the term and this time will not be considered a term served unless it is for two years or more.	157	24

ANNUAL CLEANUP DAY

Saturday, April 25

8:30-11:30 a.m.

Meet at the 739 Entrance

Refreshments

Gloves, bags. and

pick-up sticks provided.

\$1 off any BLCA function

for all volunteers.

Come out and help spruce up

our community for spring!

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KOBERLEIN



by Ray Kleban, Lake Management Committee

The Fishin' Corner is a new column by members of the Lake Management Committee. We hope it will interest new and experienced fishermen. We will begin with the laws of which are applicable to the lakes in our community. Here we go...

The information below is republished with the permission of the PA fish and Boat Commission and can be seen in its entirety at the following website: www.fish.state.pa.us/bookfish.htm

1. Do I need a license to fish in Pennsylvania?

Yes. A current Pennsylvania fishing license, signed in ink and displayed (attach to a hat or outer garment), is required of persons age 16 and over to fish or angle for any species of fish. A license is also needed to take fishbait or baitfish. Casting and/or retrieving whether by rod, reel and line, or by handline, for oneself or another person, requires a current license unless specifically exempted by law.

The table below outlines the costs of the various types of licenses.

Type of Fishing License or Permit	Age	Cost \$
Resident	16-64	22.70
Senior Resident	65 & up	11.70
Senior Resident - Lifetime	65 & up	51.70
1-day Resident	16 & up	11.70
National Guard & Armed Forces Reserve (resident)*	16 & up	2.70
Prisoner of War (resident)*	16 & up	2.70
Prisoner of War - Senior Lifetime (resident)*	65 & up	2.70
Non-resident	16 & up	52.70
7-day Tourist	16 & up	34.70
3-day Tourist	16 & up	26.70
1-day Tourist (includes all privileges)	16 & up	26.70

2. How/where do I get a fishing license or required permits (stamps)? Licenses, stamps and permits can be obtained 1 of 3 ways:

Licenses and permits (stamps) can be purchased at License Issuing Agents, County Treasurer offices, or Fish & Boat Commission offices. You can buy online with a credit card at the website above.

You can complete a license application online, print it, and then send it to the address listed along with a check or money order on the website.

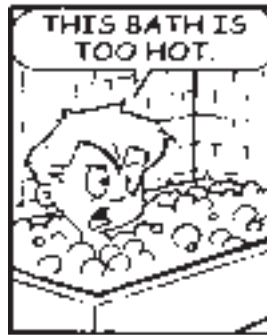
3. Do I need to display my license?

Yes. Most times a clearly displayed license allows a Commission Waterways Conservation Officer to quickly and easily verify that anglers are legally licensed without inconveniencing a fisherman. Anglers should be aware they are required to carry another positive means of identification, a valid driver's license, for example, to establish their identity if requested by a Conservation Officer.

4. Who can get a resident license?

Only bona fide residents of Pennsylvania are eligible for resident

Amber Waves



by Dave T. Phipps



A FAMOUS PROVERB is hidden in the above puzzle. Find it by reading every other letter in the grid and counting backwards. The hint is looking for the right first letter.

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Junior Whirl

by Charles Barry Townsend

FIND THE PRESIDENTS!



Hidden in the diagram above are the names of 16 of our past presidents. They can be found by reading up or down, or side to side. You'll never find them diagonally going up or down. Letters can be read every four since I started with an "A" in the president you're looking for.

FIND THE HIDDEN COUNTRY in this young man's sentence.

THE CHEESEBURGER MAN YANKED WHILE FILLING MY ORDER!



FIND THE SEVEN WORDS PUZZLE in the word square at the right. Write the names of all the letters to spell out the word "HIDDEN". One of you can require three letters in the puzzle to start. You will have four three letter words in two and three four letter words to cover. One hint: H is not in it.



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Continues on next page

BL Fishin' Corner...

continued from page 4

licenses. A bona fide resident of Pennsylvania is a permanent resident of this state who has a fixed intent to return to the Commonwealth when he leaves it and who maintains a permanent place of abode here. For fishing license purposes, a person may not be a bona fide resident of Pennsylvania while claiming residence in another state. The "permanent home address" measure is a good litmus test for most residency questions. For example: a student from Pittsburgh who attends college eight months a year in Virginia is a considered a resident as long as Pennsylvania remains the student's permanent home address. Conversely, a student whose home is outside the state is not a resident even though they attend a Pennsylvania university. Positive proof of legal residency, usually a valid PA drivers license, will be required by the issuing agent when purchasing a Resident, Senior Resident or Senior Resident Lifetime fishing license.

5. Who is eligible for a free license?

Disabled veterans who meet certain criteria. To qualify for a free fishing license, an applicant must:

Be a bona fide resident of Pennsylvania;

And qualify as one of the following:

(1) Have a disability incurred in any war or armed conflict consisting of

- (a) loss of one or more limbs;
- (b) loss of use of one or more limbs; or

(c) total blindness. **OR**

(2) Be 100% disabled as certified by the United States Department of Veterans Affairs.

6. Do I need a fishing license to take my young child fishing?

An adult who assists a child by casting or retrieving a fishing line or fishing rod is not required to possess a valid fish-

ing license provided that the child remains within arms' reach of the assisting adult and is actively involved in the fishing activity.

An adult may assist a child by baiting hooks, removing fish from the line, netting fish, preparing the fishing rod for use and untying the line without possessing a valid fishing license.

There are a number of Pennsylvania waters that are available to fishing exclusively for children 12 years of age and younger and persons who have certain physical or mental impairments.

7. Do I need a license to fish on my own land?

The law provides that no person 16 years of age or older shall fish in any of the waters of Pennsylvania or in any boundary waters without first procuring a license. However, there is an exemption in the law. The exemption allows landowners

who reside on their land throughout the year and members of their families residing thereon to fish on their land in

waters wholly within said land without a license. This exemption does not apply to any person temporarily residing upon the land or any tenant who is not a member of the family of the owner. The exemption also does not apply to any servant or employee of the owner.

Here is something that Birchwood Lake Community Association members should know:

A pond or lake that is wholly within land owned by a homeowners association or a private club does not exempt the individual homeowners or club members from having a fishing license.

In the next issue we will identify the types of Pennsylvania fish you will catch in our four lakes

Happy Fishin' in 2009 from the Fishin' Corner

Birchwood Involved In Dam Rehabilitation

As Birchwood Lakes Community Association, Inc. has been and will be involved in dam rehabilitation projects within the community, we strongly urge you to contact your representative and show your support of this legislation. You may express your support online to Representative John Siptroth at www.pahouse.com then clicking on "contact" or by mail/telephone at 322 K. Leroy Irvis Office Bldg., PO Box 212189, Harrisburg PA 17120-2189 Phone: 717-787-6492/Fax: 717-772-2943.

Letter to Representative Siptroth

Dear Representative Siptroth,

I am a member of a private community association located in Delaware Township, Pike County, Pennsylvania facing a dam rehabilitation project. The cost of dam rehabilitation can be a large burden for private communities and their members seeking to bring their aging dams into compliance with current regulations and engineering standards. It is imperative that legislation be adopted to establish a low interest loan and grant program to help finance the rehabilitation of dams, including dams owned by private owners such as community associations.

Thank you for your anticipated efforts on behalf of the many private dam owners located in Pike County.

Sincerely,

Important Telephone Numbers

Police, Fire, Ambulance Emergency 911

Birchwood Lakes Office 828-2111

Birchwood Lakes Public Safety 828-6009

Vector Security Dispatch 1-800-222-6565, press option 1

Change Your P.O. Address

Please help us help you. Many residents in Birchwood Lakes community still do not have "911" street signs on their house or in front of their property. When a call comes in requesting emergency assistance (ambulance, fire, police), it is difficult for the Association to offer assistance in leading the emergency volunteers to your home if it isn't clearly marked with the 911 address. Make sure your sign is visible from the road. If you need information on your 911 address, contact the BLCA Office at 570-828-2111. While we hope that you will never require emergency services, take a moment to help yourself and your loved ones just in case.

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Notes from the Gardener

by Sheila Salmon, Penn State Master Gardener Volunteer

As I write this in mid-March, the ice is just breaking up on Middle Lake, the geese are beginning their mating dance and my daffodils are just showing their green leaves. I drove to the site of the demonstration garden on East Lake to see how the flowers planted last May had survived the winter. Much to my delight, everything seemed in order. The large sign, purchased with WREN funding last year and all the plants came through the fall and winter. Some green shoots were peeking out of the ground, but we'll see a lot more growth by the time you read this article.

You may remember that the garden developed from the grant the Lake Management Committee received from the Pennsylvania League of Women Voters.



Iris Versicolor

The grant enabled us to do an educational outreach to Birchwood and some of our surrounding communities focused on maintaining healthy lakes and clean water. The funding paid for a series of meetings and the lakeside garden of wildflowers, ferns and ornamental grasses. A landscape border of native plants next to a

lake or stream can protect the lake and be pleasant to see in every season. Trees, shrubs, grasses, and flowers filter out chemicals and other polluting materials. Their roots hold the land in place and control erosion.

We expect the plants to

grow and spread each year, and after the first year these plants will not need watering, fertilizers or pesticides. Many of them provide valuable food and homes for butterflies, birds, turtles, frogs, and insects. They are

important for supporting the environment of the natural world and will help prevent destructive invasive plants from growing in the planted area. They are deer resistant or will survive some deer nibbling. Much to my surprise, geese enjoyed nibbling on one kind of ornamental grass in the garden and I had to use a goose deterrent spray to keep them away.

We have a brochure describing all the plants in the garden that you can get from the office, or by emailing me at rssalmon@rcn.com. Please visit the garden and if you have questions about planting native plants, get in touch with me. I'll be pleased to hear from you.



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Adult's Sizes S, M & L (Beige, Light Blue & Navy Blue)	\$11
XL	\$13
XXL	\$15
BCLA Tote Bags	\$5

Go Green: Get Your Birchwood Voice via E-Mail

Submit your name, mailing and e-mail address to the office or e-mail the information to: rssalmon@rcn.com

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Carolyn's Recipe Recommendations

by Carolyn Martin

I love to cook and collect cooking books and magazines. I have always loved the kitchen. Since we are busy people, I use simple recipes. Please try them and enjoy the results.

Springtime Salad

This is good to bring to a potluck. Very refreshing!

- 1 lb. cottage cheese (drained)
- 1 can crushed pineapple (well drained)
- 1 container Cool Whip
- 1 - 3 oz. box lime Jell-O

Mix all ingredients until well blended. Pour into a mold or bowl and chill until set. Other fruits and Jell-O can be substituted for different holidays or tastes.

Russian Easter Cake

This cake has other names, Russian Easter Cake, Surprise Cheese Cake among others. It is moist and I receive many requests for the recipe.

Preheat oven to 350.

Grease and flour a 13x9 pan

Prepare Duncan Hines Yellow Cake Mix according to directions.

Mix together:

- 2 lbs Ricotta (whole milk only)
- 1 tsp. Vanilla
- 4 eggs
- ¾ cup sugar

Pour ricotta mixture over top of the cake mix evenly-getting into corners. DO NOT mix together. It will go to the bottom by itself.

Cook 1 hour. Let cool and sprinkle with powdered sugar.

WWW.BIRCHWOODLAKES.NET

Our new website is up and running. Now, we need ideas and people to keep it up-to-date and relevant. If you are interested in contributing to the site, please e-mail Sheila Salmon at rssalmon@rcn.com and let's talk about it.



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Welcome, New Members

Few events in life are more exciting than buying your first home. We're glad you've chosen Birchwood Lakes! With ownership, you're now a member of our community association. We're proud of our association and trust it will contribute to the quality of your experience in our community. Here are a few tips and bits of information to help you make the most of community association living.

There's one important difference between renting and owning a home that you need to keep in mind. Unlike renting, your home and its upkeep belong entirely to you. You're responsible for all maintenance for any part of your home that is used only by you or your family. So, when the faucet leaks, the first person to call is your favorite plumber, not the association manager.

The community has a number of common areas and services—like the grounds and the maintenance to keep them attractive and enjoyable.

We share these areas and their expenses when we pay our assessments.

Because many residents share the common areas, it's necessary to have a few basic rules so everyone can enjoy the community. If you don't have a copy of the community rules, please contact the BLCA Office at 570-828-2111.

When you bought your new home, you became a member of our community association. As a member in good standing, you are entitled to attend and observe board meetings and vote in board elections. We hope you will consider joining a committee and you may eventually even want to consider running for a board seat yourself. Our community thrives because residents volunteer for committee assignments and run for board elections. Get involved—we need you.

Please contact the BLCA Office for more information or if you have questions about the association.

Member's address changes

If you were issued a new 911 mailing address and have not yet notified the office in writing, we ask you please do so. This will allow you to receive your mail from the Birchwood Lakes Office and to prevent any problems that may develop in the next few months.

CHANGE OF MAILING ADDRESS FORM

I, _____ have an address change.

Please change my address to

Lot(s) _____ Block _____

Section _____ Date: _____

No phone changes will be accepted. You can either mail the form, hand deliver it to the BLCA Office or drop it off in the mailbox by the BLCA Office front door. The Office will not change your address without written notification.



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BOARD MEETING MINUTES

- November & December 2008

Board Meeting Minutes, November 14, 2008

This is an abbreviated record of the minutes. A more complete copy may be obtained in the BLCA office.

Actions taken by the Board, between the October and November meeting by polling all Directors:

- Approved McCracken HVAC to replace conference room furnace.
- Wayco Inc. to repair office sidewalk
- Submitted several bids for the November 12, 2008 repository sale for lots to be placed in common land

Other motions approved by the Board:

- Write offs totaling over \$5,800
- Purchase of a new sander.
- Walnut Street to be closed and a barrier installed because of dumping issues.
- 2009 Gypsy Moth Suppression program's cost of \$20,438 to be paid by assessment.
- One tree removal request.

Other discussions.

- The Children's Halloween party was successful. More than 50 children attended.
- Letters sent to several homeowners encroaching on BLCA right-of-way to correct situation.
- Pool repairs delayed until spring because of difficulty in getting parts.

- The Board accepted the resignation of a board member.

Board Minutes, December 13, 2008

This is a shortened version of the minutes. Complete minutes are available from the Birchwood Lakes Office.

Actions by the Board between the November and December meetings by polling all members:

- Approved the use of non-expended funds from the Thanksgiving activity for the Christmas party.
- Will spend up to \$5,000 to upgrade office computers for TOPS upgrade.
- Approved 2 tree removal requests.
- Write-offs totaling approximately \$3,000.

Actions and discussions at the meeting,

- A 90-day trial of the Swim Team aluminum can recycling bin in the pool area.
- Fourteen (14) lots were purchased from a repository sale for \$25 each and will be placed in common land.

The Board discussed and approved some over budget bills.

The Reserve vote is being prepared and the Board finalized other the items to be included in the mailing. They are By-Law changes and the 2009/2010 Proposed Budget with a suggested \$40 yearly increase.

LETTERS TO THE EDITOR

Your Help is Needed,

Please read this appeal and try to help out. Food and/or Mr. Z's receipts can be left in the Birchwood Lakes office. Michele will call me and I will deliver the items to the church. Please, no expired food. We also accept cat and dog food. It's better for a pet to stay home than be sent to the Animal Shelter.

No one is turned away from the pantry. I thank you in advance – every little bit helps.

Carolyn Martin

Letters to the Editor,

I am the director of the local food pantry at Holy trinity Lutheran Church in Dingmans Ferry. Our food pantry is currently serving over 70 families per month and that number is rapidly growing in these tough economic times.

I am writing to inquire whether or not your community participates in any programs that might help with the growing needs of the food pantry. We participate in a program where we collect Mr. Z's register receipts and they in turn give a small percent back. Do your residents shop at Mr. Z's?

The Dingmans Bridge held a food drive. Thanks to all that helped. Our local schools have food drives during Thanksgiving and Christmas. I have heard of another organization (not in our area) that is giving a discount to anyone who brings a can or two of food for the local food pantry. (Example: admission \$5 a can or two will get you in for \$3) Maybe a free picture with the Easter Bunny for anyone who brings in canned goods.

If there is something you feel your community can do to help our food pantry, please let me know.

Thank you and God bless.

Peg Hoover
Holy Trinity
Lutheran Church
103 Delaware Crest
Dingmans Ferry, PA
18328
570-828-7411

Winter 2008 - 2009,

Hats off to our maintenance crew, Jim, Shannon and Jimmy for their great job of keeping our roads safe during the snow and ice storms we had.

My friends in other communities were not so fortunate. Milford's side streets were not in good condition either.

Also, thanks to Ironguard. I saw the guards on duty throughout the storm.

Carolyn Martin

BIRCHWOOD LAKES SWIM TEAM

by Eileen Naturale

It's going to be another summer full of great fun in Birchwood Lakes with the Barracudas!! Don't miss out. If you weren't a part of our growing family last year, make sure you join this year. The Birchwood Lakes Swim Team is open to all residents in the community ages 3 to 18. Even if you are only weekenders, you are still very much welcome to join.

Registration will be held at the Pool during Memorial Day weekend. Watch for our flyers on the bulletin boards for times and rain dates. All returning swimmers will need to register, too. Anyone with questions can call 570-828-8202 or email eileen44@ptd.net

The swim team is more than just swimming. Not only does it provide a great learning experience, exercise in a lifetime sport but also it helps build relationships that will last for the children and adults. We had the most enthusiastic and team spirited group of kids and parents last year. This will be a summer you don't want to miss.

Our main fundraiser for the year will be our 2nd Annual Golf Outing. Please watch dates, sign ups and sponsorship information.

Please remember our ongoing fundraiser of recycling aluminum cans. There is a bin at the clubhouse for the cans to be dropped off. Please help us by recycling your cans. Thank you for your support.

Résumé Writing Tips by Linda Tancs

Keep this list of do's and don'ts in mind when updating your résumé.

Don't use an "Objective" section. Make better use of that space by beefing up your qualifications.

Don't fuss over fonts. Any commonly recognized business-style font (such as Arial, Verdana, or Times New Roman) using a 10- or 12-point setting is acceptable unless the employer gives instructions otherwise.

Don't exceed one page in length unless you're a senior-level candidate. Although page length conventions have eased in recent years, most employers do not expect to see multi-page résumés from junior-level candidates. If you must use more

than one page, then make sure your best credentials appear on the first page.

Don't use a childish e-mail address.

Don't use the same résumé for different career tracks. Revise it to relate solely to the experience you've gained in the employer's area of interest.

Don't put salary history or requirements on your résumé. One notable exception relates to applications for government employment (e.g., Form OF - 612). If an employer requests salary information, then comply or else mention a ballpark salary range in your cover letter with a suggestion that your requirements are negotiable.

Don't write in the passive

voice. Fill your résumé with powerful, action-packed verbs that define your superior skills.

Don't lie. Increasingly, employers are retaining background investigation companies to check the data provided by applicants.

Do take stock of your experiences and accomplishments and understand how they relate to the position being advertised. To succeed in getting an interview, you must be able to "connect the dots" and show the prospective employer how your unique promise of value relates to the qualifications being advertised.

Do use sections that are clearly labeled. You have about 20 seconds to make a good

impression. Make sure that your education is clearly separable from your work experience and that each work experience is clearly delineated.

Do quantify achievements with numbers or percentages where appropriate.

Do choose the correct résumé format. For most candidates, a chronological résumé (listing the most recent employer first) is the appropriate format. In the event of a long absence from the workforce, a functional (skill-based) résumé might be more appropriate. Another alternative is a combination of the two formats, leading with career highlights or a skills summary followed by a traditional work history. This alternative may be particularly effective for career changers.

Do use bullets to emphasize key points. Don't let major accomplishments or high-volume deals go unnoticed in a sea of prose. However, be sure not to overuse this feature.

Do proofread your résumé. Don't let careless errors torpedo your job opportunities. Attention to detail is a practice you should illustrate painstakingly from the first contact with an employer.

Linda Tancs, J.D. is a personal, organizational and executive coach dealing in career management and transition, workplace issues, work/life balance and entrepreneurial challenges. She has a specialty practice coaching legal professionals. Learn more at www.latancs.com and www.jurismart.com.



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Sample Standard Résumé

JOHN SMITH

1 Main Street
 Anywhere, USA
 Phone: (xxx) xxx-xxxx
 E-mail: myname@aol.com

PROFESSIONAL EXPERIENCE

NAME OF COMPANY

City, State

MANAGER, DEVELOPMENT ENGINEERING (dates)

Leader of North American develop.m.ent engineering function for Fortune 500 company.

- * Management of machine shop, electric and electronic shop and parts departments
- * Lead technical liaison to all manufacturing locations
- * Train mechanics and technicians

NAME OF COMPANY

City, State

MANAGER OF TECHNICAL SERVICES (dates)

Project manager of controls systems.

- * Team leader for electronic and mechanical engineering
- * Researched and analyzed electronic circuitry
- * Supervised field service operations
- * Provided technical sales support to customers

NAME OF COMPANY

City, State

SENIOR ELECTRONIC TECHNICIAN (dates)

Responsibilities included:

- * Circuit board design, assembly, and testing
- * General drawings of assemblies
- * General drawings for wiring of electronic-pneumatic pocket setter system
- * Supported sales with technical information
- * Represented company at trade shows

EDUCATION

NAME OF SCHOOL

B.S., Mechanical Engineering (date)

Permits

BLCA Rules and Regulations (Section 98-50-19), in accordance with the Association's Covenants and Restrictions, require members to obtain a BLCA permit prior to moving to, constructing, or erecting any structure or building within the community. There is no fee for obtaining the permit. Additionally, permits are needed for septic repairs and tree removals. For more information, contact the BLCA Office.

Pending Legislation

Representative Scavello is expected to introduce legislation in an effort to create a state-supported dam rehabilitation program in Pennsylvania. Recently known as HB1355, the legislation is a good start and supported by the Association of State Dam Safety Officials. The hope is that once the program is in place, additional funds can be obtained.

**COMING IN
 JUNE - An
 opportunity to
 learn about well
 water safety and
 an opportunity to
 test your water
 for impurities.
 Date to be
 announced.**

**BLCA
 Curfew**

BLCA has a curfew of 10 p.m. Sunday through Thursday and 11 p.m. Friday and Saturday.

As a courtesy to all members, please observe the curfew hours.

Community Notes

All property owners are hereby put on notice that the Association has a right of way on each roadway. Any personal property placed in the Association's right of way is not the Association's responsibility and the Association will not be held responsible for any damages incurred to said personal property. All property own-

ers are to refrain from placing personal property within the Association's right of way. The Association does not permit encroachment of any Association property, which includes roads or right of ways, common area or any other location, which is BLCA property.

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