



**Meeting Minutes
November 20, 2013
St. Leo's Catholic Church
2109 Sulphur Springs Road
Inwood, WV 25428**

Board Members: Pete Appignani, Gap View Village, President
Neal Nilsen, River View Park, Vice-President
Elliot Simon, Blue Ridge Acres, Treasurer
Phyllis Smock, Stonebridge, Secretary
Nance Briscoe, Cloverdale Heights, Membership Chair
Jennifer Syron, Chapel View HOA, Legislative Committee Chair
Richard Sussmann, PMP, Policy Committee on Web site sponsors
RosaLee Riggins, Ashton Forest, Education Committee Chair

Other Attendees: Bob Ayrer, Spring Mills Unit Owners; Stephen Casimir, Spring Mills; Bruce Holtje, White Tail Ridge; Kathy Holtje, White Tail Ridge; Jean Kopper, Ashton Forest HOA; Suzanne Malesic, Patrick Henry Estates; Brian Parrisl, Campaign for Jefferson County Sheriff; Dean Randolph, WNFE; Robert Ryan, Bentwood Estates HOA; Ted Schiltz, Potomac Terrace; Jan Schiltz, Potomac Terrace; Gertrude Slater, Gerrad Acres HOA; Deborah Tilghman, Stonebrook HOA.

The meeting was called to order at 7:00 pm by Pete Appignani at St. Leo's Catholic Church.

Approval of October 16, 2013 meeting minutes

Neal moved to approve Oct. meeting minutes. Richard seconded the motion. Motion passed without objection.

Executive Reports:

Treasurer Report –Elliot reported for period Oct. 17, 2013 through November 20, 2013 2013, opening balance \$5,539.17, dispersals of \$25, and a closing balance of \$5,514.17. Report was put into the record.

Report on Status of Application for 501 (c) (3) Elliot Simon moved to ask Brett Hersh to write the opinion on our 501 (c) (3) application for the EPOHOA. Neal seconded the motion. No discussion. Motion passed without objection.

Membership Report –Deborah Tilghman, treasurer of Stone Brook, announced that as soon as she files papers with the Secretary of State and gets HOA back in good standing, they will be joining. Nance has been helping 3 other HOAs and she expects them to become members in January.

Ad Hoc Committee on Bylaws—No report.

Legislative Review Committee—Jennnifer Syron reported the Bill to amend Chapter 36B has been compiled and the draft is under review by the legislature drafting committee. Attorneys are also reviewing it.

Policy Committee on Web site Sponsors—Richard Sussmann reported the Sponsorship Committee will have a formal plan and packets for distribution at the January meeting.

Education Committee—RosaLee Riggins reported the committee met on Nov. 19, 2013 and determined the committee has two main purposes: (1) To plan meaningful and useful educational workshops for current membership; (2) To use educational workshops as a tool to introduce EPOHOA to non-member HOA's to increase EPOHOA membership. The Committee set a goal of holding 3 workshops during the year. Proposed workshop topics, dates, locations and approximate cost will be presented at the January meeting.

Policy Committee for Legal Advice—no activity to report

Unfinished Business—no activity to report

New Business—Pete Appignani presented a summary of audits and proposed changes to simplify audits. West Virginia does require a Non-profit Corporation (HOA) to furnish its members a financial statement annually. While the Codes do not require an audit, this financial statement requirement must include as a minimum, a balance sheet and income statement.

Suzanne Malesic announced she intended to further investigate an issue of the possibility of legislation being introduced to permit counties to take over maintenance of all county roads.

In the News—no report

Announcements

Board and Officer elections to be held at the January 15, 2014 meeting. The Officers and Directors at Large shall be elected by the voting membership to serve a two-year term of office as hereinafter provided. No Officer or Director At Large shall serve more than two (2) consecutive full terms in one office. The election of Officers and Directors At Large shall be by a majority vote of the voting members in good standing, provided a quorum is present, at the January meeting of an election year or at a special meeting called to fill a vacancy.

Note that the two-year terms expire in January 2014. Please review the Bylaws for eligibility, nominations and voting. Proxies will be made available.

Next Year's Calendar—Nance Briscoe moved the Board adopt the draft 2014 meeting schedule as presented. Richard seconded the motion. Motion passed without objection.

Neal moved to adjourn. Richard seconded the motion. Meeting adjourned at 8:35 PM

Phyllis Smock
EPOHOA Secretary

NEXT SCHEDULED MEETING
January 15, 2014 (7 pm)
Bedington Ruritan
3947 Williamsport Pike
Martinsburg WV 25401
Berkeley County

EPOHOA.ORG