



**Board of Directors Business Meeting Minutes
Wednesday, March 6, 2019 at 6:00 pm
106 Marietta Lane
Falling Waters, WV 25419**

Board Members Present: Bob Ayrer, President; Nance Briscoe, Vice President; Phyllis Smock, Secretary; Gary Stewart, member-at-large (via telephone), Keith Veler, Treasurer

Bob called the meeting at 6:10 pm

Approval of Minutes:

Minutes of January 8, 2019 meeting accepted as submitted.

Treasurer's Report:

January 9, 2019 through March 6, 2019

Note: Bank statement reconciliation through February 8, 2019

Previous Balance **\$13,616.43**

Deposit Details:

1/24/2019 Deposit **\$1,015.00**
Willowdale II, HOA
Claggett Management, Business
Carridge Park, HOA
Westridge Hills Owners Assoc, HOA
Shepherd West, HOA
Briar Run Estate, HOA
Glen Haven, HOA
White Tail Ridge, HOA
Bentwood Estates, HOA
Ranch View Estates, HOA
Spring Hill, HOA

MARCH 6, 2019 MINUTES

WEST VIRGINIA ORGANIZATION OF HOMEOWNERS ASSOCIATIONS, INC.
P.O. BOX 911 - CHARLES TOWN - WEST VIRGINIA 25414-0911

2/5/2019 Deposit **\$575.00**
Stoneleigh, HOA
Crestfield, HOA
Locust Hill, HOA
Meadowbrook Farm, HOA
Spring Mill Farm, HOA

2/15/2019 Deposit **\$105.00**
Spruce Hill North, HOA

2/27/2019 Deposit **\$250.00**
Blue Ridge Acres, HOA
Brookdale Estates, HOA
Deerfield Highlands, POA

3/6/2019 Deposit **\$260.00**
Riverside Villages, HOA

Total Deposits **\$2,205.00**

Expense Details:

1/28/2019 c#996 Hospice of the Panhandle 2019 Facilities Donation \$1,200.00

2/15/2019 c#nnn WV SOS Annual Fileing - WVOHOA \$26.00

2/15/2019 c#997 Bell Robinson - Liability Insurance w/Farmers & Merchants \$500.00

Total Expenses **\$1,726.00**

Checking Account Balance as of March 6, 2019.....\$14,095.43

Submitted by Keith M. Veler, Treasurer

Treasurer received a \$30.00 check from Candace Bailey of Mission Ridge, but the invoice was for \$55.00. Nance will contact Candace for additional \$25.00.

Invoice from Towns of Inwood was returned. Nance will contact president and treasurer of Towns of Inwood to get payment.

Treasurer reported a total of 71 members are in good standing. 135 invoices were sent out. Renewals represent 53% including new members.

Upcoming bills for March will be payment for the Saturday Workshop on March 16, 2019.

Keith reported on a 2019 budget. He projected an estimate of \$7,600 in Revenue and estimated expenses of \$7,400 plus additional line item expenses for printing, ink, rack cards, folders. Based on this projected estimate, Keith reported a negative \$731. WVOHOA is on a tight budget.

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No marketing is included in the budget and participation in Home Shows was deferred for discussion in 2020.

Board adopted 2019 budget showing a negative \$731. Keith will email a copy of budget to Board.

Membership Report:

Nance reported six new members:

- Brookdale Subdivision Property Owners Association – 24 homes/34 lots (Monongalia County)
- Deerfield Highlands Property Owners Association – 7 Homes/45 Lots (Hampshire County)
- Pat & Brian Nanartowich, of Imperial Orchard in Paw Paw,- Individual members (Morgan County)
- Ranch View Estates Property Owners Association – 5 Homes/16Lots (Hampshire County)
- Riverside Villages Homeowners Association – 248 Home/248 Lots (Berkeley County)

Old Business:

Bob is creating a list of the top ten newspapers in West Virginia for submitting Public Service Announcements regarding WVOHOA meetings and topics. Bob is also creating a list of all West Virginia radio stations to eblast announcements regarding WVOHOA and mentioning the website link for viewing videos of meetings.

Keith will notify Ron Aramadass, Arul Productions to shorten the introduction scenes on the videos, use a transparent logo and put his credit line at the end. The only video currently on the website on the home page is the Brett Hersh Presentation on Tax Forms. Bob asked if it was possible to move the password protected videos from the Education Drop-down Menu to the home page. Nance said this would take more coding and additional effort to move the videos. Everything will stay the same for now.

Nance created a Facebook page but will work with Keith to resolve creating a dedicated Facebook page for WVOHOA.

The website has been updated and the login is now using Secure Shell “https//”
The site is secure and locked down. Anyone can logon at wvohoa.org.

Discussion of Annual Meeting and Election: Nance made the point the Organization needs to return to a regular process of soliciting candidates, creating ballots, absentee ballots, and conducting an election as proscribed by the Organization’s By-Laws in June. Board also agreed to expand Board to seven members if new candidates can be identified.

New Business:

- F. Samuel Byrer, PLCC is confirmed as speaker for Saturday, March 16, 2019 on the topic of Mediation and Arbitration.
- Kelly Daniel, Clagett, Financial Manager, Wednesday, April 17, 2019
Delinquencies and A-Z Completing Forms Confirmed
- Norwood Bentley, Attorney, Berkeley County
WV-7-1-3ff Law “Authority of County Commission to regulate unsafe structures on private property”
and Dirk Stansbury, Engineer, Berkeley County for May 15, 2019
2018 Flooding Review & Possible Mitigation Confirmed
- Ed Thomas, CEO PMP: Saturday, June 15, 2019 Budgets Confirmed
- Nance is offering to do an education session in July on difference between 501 ©3 and non-profit for HOAs in West Virginia.
- August, 2019 Open
- Allan Hudson is tentatively scheduled to present a workshop on Insurance on Sept. 21, 2019
- October, 2019 Open
- November 2019 Open

Gary located the West Virginia on Uniform State Laws Commission. He has the name of one of the commissioners and would like to work with Nance on contacting the commissioner to lobby for an amendment for Chapter 36B. Gary will make a preliminary call.

Nance moved to adjourn. Gary seconded. Meeting adjourned at 8::00 p.m.

Minutes submitted by
Phyllis Smock, WVOHOA Secretary