



**Board of Directors Business Meeting Minutes
Wednesday, November 13, 2019 at 1:00 pm
Property Management People (PMP)
340 Edmond Road, Suite E
Kearneysville WV 24430**

Minutes accepted with corrections January 24, 2020

Board Members Present: Bob Ayrer, President; Phyllis Smock, Secretary; Keith Veler, Treasurer; Nance Briscoe, Director & Membership Chair, Steve Rose, Member-at-Large, & Gary Stewart, Vice President, (via telephone).

Bob called the meeting at 1:05 pm

Approval of Minutes:

Minutes of October 10, 2019 accepted as submitted.

Treasurer's Report - October 10, 2019 through November 13, 2019

Note: Bank statement reconciliation through October 10, 2019

Previous Balance.....\$13,777.90

Deposit Details

10/21/2019 Deposit \$260.00

Lewis Glasser - Business

11/7/2019 Deposit \$290.00

CoolFont HOA

Kathy Knight - individual

11/11/2019 Deposit \$260.00

Mills Farm - HOA

Total Deposits.....\$810.00

Expense Details

**10/28/2019 c#1012 Keith Veler, reimbursement for SiteGround.com website annual renewal
\$274.75**

NOVEMBER 13, 2019 MINUTES

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

11/6/2019 c#1013 Phyllis Smock, reimbursement for mileage driving to HOA meetings promoting WVOHOA \$502.28

Total Expenses.....\$777.03

Checking Account Balance as of November 13, 2019.....\$13,810.87

Submitted by Keith M. Veler, Treasurer

Treasurer report accepted as submitted.

Keith intends to prepare invoices. The printing and mailing will be prepared in November. Cost is \$516. Correction to \$301.30

Membership Report:

Phyllis and Nance visited Forest Haven in The Woods at their annual meeting on Oct. 13, 2019 and they voted to join WVOHOA.

Phyllis and Nance also visited Snowshoe Ski Resort and attended the annual meeting of Silver Creek, a condo unit. A representative from ~~Allegany~~ spelling Corrected to ALLEGHANY Condo also attended the meeting. Silver Creek joined WVOHOA.

Old Business:

Marketing:

- Discussion of sending public service announcements to radio stations and newspaper outlets
- Steve suggested reaching out to property managers to help answer questions from HOAs.

Status of Videography:

- Keith reported he sent out five RFIs and has only received one response from current provided, Ron Aural. Ron's estimate is \$6,862. Deadline for RFI is Nov. 20, 2019. Keith will report by email regarding responses.

New Business:

Policy for Reimbursement of Board Members:

- ~~Bob suggested WVOHOA needs to be reimbursed when asked to attend annual meetings in organizations located throughout the state.~~ Corrected to Member to be reimbursed. Board agreed need to develop a Policy for Attending Meetings with HOAs, Policy for Reimbursement, and developing a budget to cover expenses. Policy should include decision on attending meetings at own cost. Bob asked Board to send in thoughts regarding new policy and submit ideas to Bob by Dec. 10, 2019. Policy needs to address cost effectiveness versus increase in revenues.

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- Bob also suggested possible separate HOAs sponsor a regional meeting which WVOHOA would attend and bring an education session to an area.
- Brief discussion about participation in Morgantown Home Show resulted in need to develop a budget for cost to participate and return on investment. Steve suggested partnering with CAI. Budget should include number of nights anticipated, travel, food cost, etc.
- **Programs Scheduled for Rest of Year:**
 - November 20, 2019: **Insurance Liability: Homeowners Associations' Board of Directors & Common Area-- Part II:** Presenter: Allan Hudson, Vice President of Commercial Insurance SAHOURI Insurance. RSVP Required.
 - January 15, 2020: **HOA Covenant Enforcement:** Presenter: Bob Ayler, WVOHOA President and Steve Rose, WVOHOA Board Member

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Meeting adjourned at 3:01 pm.

Minutes submitted by
Phyllis Smock, WVOHOA Secretary