



**Board of Directors Business Meeting Minutes
Monday, January 24, 2020 at 1:00 pm
Property Management People (PMP)
340 Edmond Road, Suite E
Kearneysville WV 24430**

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

Bob called the meeting at 1:00 pm

Approval of Minutes:

Minutes of November 13, 2019, 2019 accepted with corrections.

Treasurer's Report (two reports):

(1.) November 13, 2019 through December 31, 2019

Note: Bank statement reconciliation through December 10, 2019

Previous Balance \$13,810.87

Deposit Details

12/15/2019 Deposit \$960.00

Hammond Mill - HOA

Ledge Lowe - HOA

Stone Brook - HOA

KT Bright CPA - Business

Total Asphalt - Business

Donn Marcus - Individual

Brookdale Estates - HOA

Cacapon Highlands - HOA

Crossings on the Potomac - HOA

Potomac Terrace - HOA

12/15/2019 Deposit \$875.00

FishHook Lane - HOA

Willowdale II - HOA

Pat Nanartwich - Individual

Coventry Group - HOA

Dogwood Manor - HOA

Country Club Estates - HOA

Riverside Villages - HOA

Gap View Village - HOA

Maddex Farm - HOA

Mills Farm - HOA

JANUARY 24, 2020 MINUTES

WEST VIRGINIA ORGANIZATION OF HOMEOWNERS ASSOCIATIONS, INC.

P.O. BOX 911 - CHARLES TOWN - WEST VIRGINIA 25414-0911

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12/15/2019 Deposit \$570.00

Stonebridge - HOA
Webber Springs - HOA
Katie Bopp - Individual
Paul Gavin - Individual
Sleepy Creek - HOA
Larry Klum - Individual
Carl Siemer - Individual
Honeywood - HOA
Keith Veler - Individual

12/21/2019 Deposit \$1,265.00

The Woods HOA
Shiloh Citizens - HOA
Shepherd West - HOA
Clagett Management - Business
Donna Parrish - Individual
Breckenridge North - HOA
Locust Hill - HOA
Breckenridge - HOA
TomahawkRidge - HOA
Black Bear Woods - HOA
Briar Run Estates - HOA
Duchess Estates - HOA
Sharon Palmer - Individual

12/31/2019 Deposit \$1,230.00

Property Management People - Business
Ranch View Estates - HOA
Ice Mountain - HOA
Whitings Neck - HOA
Opequon Meadows - HOA
Ryan's Glenn - HOA
Conestoga Lot Owners - HOA
Deerwood - HOA
Potomac Valley Vista - HOA
White Tail Ridge - HOA
Sheila Vertino - Individual
County Green - HOA
Spring Mill Farm - HOA
Trump & Trump - Business

Total Deposits \$4,900.00

Expense Details

11/25/2019 c#1014 Keith Veler, reimbursement for annual membership invoice and envelope printing \$218.80
12/2/2019 c#1015 USPS, stamps for mailing membership invoices \$82.50

Total Expenses \$301.30

Checking Account Balance as of December 31, 2019 ---- \$18,409.57
Submitted by Keith M. Veler, Treasurer

(2.) January 1, 2020 through January 23, 2020

Note: Bank statement reconciliation through December 10, 2019

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Previous Balance \$18,409.57

Deposit Details

1/4/2020 Deposit \$425.00

Chelsey Estates - HOA
Glen Haven - HOA
Estates at the Meadows Stonecoal - HOA
Bentwood Estates - HOA
Silver Creek - HOA

1/17/2020 Deposit \$345.00

Larry Flynn - Individual
Mission Rdge - HOA
Spruce Hill North - HOA
Margaret Baker - Individual
Lake Forest Estates - HOA
Hidden Hollows - HOA

1/18/2020 Deposit \$685.00

Eastland - HOA
Mountain View - HOA
Susan Pipes - Individual
Apple Valley Waste - Business
Greystone On The Opequon - HOA
Spring Mills Subdivision - HOA

Total Deposits \$1,455.00

Expense Details

1/17/2020 c#1016 Voided, wrote wrong amount. Replaced with c#1017 \$-
1/17/2020 c#1017 Nance Briscoe reimbursement for banner backdrop \$402.96
1/18/2020 c#1018 Annual Hospice Donation Check \$1,200.00

Total Expenses \$1,602.96

Checking Account Balance as of January 23, 2020 \$18,261.61

Submitted by Keith M. Veler, Treasurer

Keith reported WVOHOA insurance \$500.00 and WV SOS at \$26 to be paid.

Membership Report:

Nance reported Larry Flynn, Individual – Spring Hill, Berkeley County. Hidden Hollows, 12 homes 42 lots, Hampshire County. Shepherd Village 30 homes, 30 lots, Jefferson County.

Nance met with the Gallery January 22nd to explain and clear up one of their homeowners' confusion concerning 36B, 31E and that WVOHOA cannot not provide legal advice. On February 3rd Meeting with Steamboat Run to introduce WVOHOA, consideration offered to transfer individual membership of Sheila Vertino to full HOA membership.

Old Business:

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- Home Show confirmed for WVOHOA participation March 13-14-15, 2020 Monongalia County, Morgantown, WV. Nance to provide list of expenses. Solicit volunteers for 2 hours or more over the 3 days. Gary, Phyllis and Nance confirmed.
- Reprint of 8'x12' step & repeat banner artwork to enlarge logo - no charge except S&H and tax. Discussion and approval. No motion.
- Keith reported all videos, except one we choose, will be available to members in good standing only. We need to review the videos and let Keith know which one will remain for public viewing. Keith's Audio discussion & review. Microphones very sensitive, picks up everything including attendees chatting. WVOHOA will announce at each meeting, silence-signage to be posted. All personal electronics must be silenced. Keith's updated agenda must include requirements.

Marketing Through Social Media

No report

New Business:

Discussion: Agenda format to be updated by Keith, expressly for silence of attendees & personal electronics.

Programs Scheduled for Rest of Year:

- February 19, 2020 HOA Meeting Decorum... Procedures presented by Nance Briscoe
- March 21, 2020 RSVP workshop/seminar Audit vs. Review Guest Speaker: Chuck Young, CPA - CoxHollidaYoung PLLC
- June 20, 2020 subject open – guest speaker Marrk Sadd of Lewis Glasser Attorneys at law.

Gary suggested Super Liens, Foreclosures and Credit Reporting issues with Spurlonga,. Gary to schedule for a summer session.

BOD Nominations:

Circulation for nominations for elections on June 20, 2020 for three members for 2-year terms.

Nance moved to adjourn. Gary seconded. Meeting adjourned at 2:20 pm.

Minutes submitted by

Nance Briscoe, WVOHOA Director in the absence of Phyllis Smock, Secretary