



**Discussion Notes**  
**Wednesday, February 19, 2020**  
**Hospice of the Panhandle**  
**Conference Center**  
**230 Hospice Lane**  
**Kearneysville, WV 25430**

**Reminder:** Information provided at WVOHOA education sessions, workshops and seminars is general information and not legal advice. Extensive efforts were undertaken to obtain comprehensive information, for your convenience and expressly understood as a source for reference only.

**Officers:** Bob Ayler, President, Spring Mills; Gary Stewart, Vice-President, Sleepy Creek Orchard; Phyllis Smock, Secretary, Stonebridge; Keith Veler, Treasurer, Norborne Glebe; Nance Briscoe, Director, Cloverdale Heights; Steve Rose, Director, The Woods

**Other Attendees:** *random order:* Jean Stewart, Sleepy Creek Orchard; Terry Scholten, Greyston on the Opequon; Steve Russ, Riverside; Sharon Palmer, Patrick Henry Estates; Susan Pipes, Patrick Henry Estates; Ralph Freely, Eastland; Lora James, Potomac Terrace; Grace Vass, The Honeywood; Michael Carroll, Rattlesnake Run; Rochelle Prentice, Potomac Terrace; Scott Baird, Opequon Meadows; Richard McComb, Lakewood Acres; George Vass, The Honeywood; Mary Bartlett, Shepherd Village; Shelia Vertino, Steamboat Run.

The meeting was called to order at 7:00 pm by Bop Ayler.

- **Treasurer Report:** Board of Directors Minutes <https://wvohoa.org/meetings/minutes/>
- **Membership Report:**
- PRESTON COUNTY Hazelwood Homeowners Association 25 Homes 58 Lots
- JEFFERSON COUNTY Shepherd Village Homeowners Association 30 Homes 30 Lots
- JEFFERSON COUNTY Eastland Homeowners Association 121 Homes 123 Lots
- BERKELEY COUNTY Kingsbrooke on the Potomac Homeowners Association 80 Homes 83 Lots
- **General Membership News** – WVOHOA is participating in the Morgantown Home Show, Monongalia County, March 12-13-14, 2020 – Volunteers please contact Nance Briscoe or Phyllis Smock
- **UPCOMING **RSVP REQUIRED**: HOA AUDIT vs. REVIEW – LEARN THE DIFFERENCE - Guest Speaker: Chuck Young, CPA - CoxHollidaYoung PLLC**

**Tonight's Education Session** – “HOA Meetings Decorum, Attitude & Behavior Procedures” incl. Q&A and handouts Presented by: Nance Briscoe, WVOHOA Director.

Handouts provided: PowerPoint Presentation, Model Code of Ethics for Community Associations Board Members

**ANNOUNCEMENT: About MICROPHONES, CAMERA & VIDEO Recording**  
**1. Silent All Cell Phones**  
**2. Please Keep Noise and Conversations to a Minimum**  
**3. Hold Questions Until the End**