



Board of Directors Business Meeting Minutes

Thursday, March 23, 2022 at 2:00 PM

Via Zoom

Board Members Present: Nance Briscoe-President, Steve Rose-Vice President-Terry Scholten-Secretary, Ruth Zebell-Treasurer, Gary Stewart-Director, Jim Campbell-Director.
Absent: Maggie Baker-Director

Nance Briscoe called the meeting to order at 2:06 PM

Approval of Minutes: Accepted as read

Treasurer's Report:

Jan 1, 2022 through Mar 10, 2022

Beginning Balance\$23,042.71

Deposit Details

1/21/2022	2022 Membership	\$130.00
1/21/2022	2022 Membership	\$750.00
2/9/2022	2022 Membership	\$1,010.00

Total Deposits \$1,890.00

Expense Details

1/4/22	Kyle Pullen	\$289.09
1/20/22	Kyle Pullen	\$289.09
1/20/22	Kyle Pullen	\$289.09

Total Expenses \$867.27

Checking Account Balance as of Mar 10, 2022\$24,065.44

Submitted by Ruth Zebell, Treasurer

MARCH 23, 2022 MINUTES

- 2022 Membership Renewal Invoices – number paid 98, number outstanding 84
- The Annual IRS filing 990n was completed Mar 21, 2022. Treasurer to provide the President with the login and password
- Financial Review – The Treasurer will obtain a quote from Kunkle, President asked the Secretary to work with Treasurer to have a quote or quotes available for vote at the next Board Meeting.
- 31E-15-1520 Annual Financial Reports:
 - Ruth Zebell motioned to include our financial statement on the website. Jim Campbell seconded. Tabled.
 - Terry Scholten motioned that for the year 2022, an email notice will be sent to the membership notifying them that the annual financial reports will be available on the website and provide a link; and for future years a statement will be added to the annual invoices stating that the annual reports will be available on the website no later than April 30th. Steve Rose seconded. All approved.
 - 2021 Balance Sheet and the 2021 Income Statement for the calendar year Jan 1, 2021 through Dec 31, 2021 – Treasurer mentioned that the existing Profit and Loss Report from QuickBooks contains all of the necessary information.
 - The Treasurer will forward the Annual Financial reports to the Board for review before they are posted on-line.

Membership Report:

- MEMBERSHIP:
 - Dark Horse Property Services, Business Membership – Paw Paw, Morgan County - PENDING
- TRAINING:
 - Michele Tyree, President of Sherwood Forest HOA successfully completed the CCOC Board of Directors Training March 6, 2022

Old Business:

- Education Programs for 2022 – topics and speakers
 - April 20, 2022
Homeowners & Fracking Wastewater, Part I
what it is & where it goes
Guest Speaker: Dr. Denise M. Akob
Research Microbiologist U.S. Geological Survey
Geology, Energy & Minerals Science Center (GEM SC)
 - May 18, 2022
Homeowners & Fracking Wastewater, Part II
Regulation, mitigation and potential impacts to homeowners
Speaker: TBD
 - June 15, 2022 (Annual Meeting)
PMP discusses property management issues
 - July 20, 2022 Nance – Completing an HOA Resale Certificate
- Status Hospice Conference Center & \$1,200.00 donation - Nance Briscoe will draft a letter and Ruth Zebell will cut the check.
- Send notarized copy of the bylaw amendment, as an attachment, to the annual WV Secretary of State annual filing - The President is a notary and will handle this.

MARCH 23, 2022 MINUTES

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

New Business:

- 2022 Filing 501(C)3 goes hand in hand with 2022 IRS 990n tax filing
- 2022 Insurance Steve will help Ruth have the due dates moved to January of each year

Motion to adjourn by Terry Scholten; all agreed. Meeting adjourned 3:26 PM.



Terry Scholten
Secretary, WVOHOA

Approved
26 Apr 2022
