



**Board Meeting Minutes  
March 19, 2016  
Orchard House  
4599 Shepherdstown Road  
Martinsburg WV 25404**

**Board Members:** Anne Kask, President, Crystal Lake  
Nance Briscoe, Vice President, Cloverdale  
Phyllis Smock, Secretary, Stonebridge  
Richard Sussmann, Member-at-Large, PMP

**Other Attendees:** Chris Bell, Bell Robinson Financial Group, James Bell, Duchess Estates; Michael Carroll, Rattlesnake Run; Joyce Cutlip, Fish Hook Lane Cluster; Paul Davis, Inwood Meadows; Paul Gavin, Federal Hills HOA, individual; Walt Johnson, Stonebridge POA; John Lee, Stonebridge POA; Nina Perkins, Inwood Meadows; Jim Ruddy, Mountain View; Gary Stewart, Sleepy Creek Orchard; Jean Stewart, Sleepy Creek Orchard; Frank Stottlemeyer, Apple Knolls; Tina Stottlemeyer, Apple Knolls; Jennifer Tillett, Potomac Valley Vista; Jen White, Stone Coal Lake; Bobby Youngblood, Chesley Estate

Guests: Col. Shaun Perkowski, Major Lindsay Fletcher, 1<sup>st</sup> Lt. Stacy Gault, 167<sup>th</sup> Air National Guard.

**Note: This document is provided solely for informational purposes, and no one should rely on it as legal advice. You are strongly encouraged to consult a qualified attorney for advice on any particular situation.**

**Business Meeting:** Anne Kask called the meeting to order at 9:05 am

**Approval Minutes:** Nance Briscoe moved to accept the Feb. 17, 2016, minutes as written and provided to the membership online. Richard Sussmann seconded the motion. Motion passed without objection.

**Treasurer's Report:** Richard read the Treasurer report provided by RosaLee Riggins from February 18, 2016 through March 19, 2016:

|  |                   |
|--|-------------------|
| Previous Balance:                            | \$8,472.93        |
| Deposits:                                    | \$ 300.00         |
| Expenses:                                    |                   |
| Berkeley County Chamber of Commerce dues     | \$ 143.00         |
| Trinity United Methodist Church              |                   |
| 2nd Qtr. Orchard House Rental                | \$ 300.00         |
| Total Expenses                               | <u>\$443.00</u>   |
| Checking Account Balance as of Jan. 13, 2016 | <b>\$8,329.93</b> |

Nance Briscoe moved to accept the Treasurer's Report as presented. Phyllis Smock seconded. Motion passed without objection.

**Membership Report:**

Nance Briscoe reported 62 people signed in at the Home Show EPOHOA table. Mike Carroll from Rattlesnake Run won the raffle and was at the meeting to accept the prize. Nance reported she has received 9 new applications for approval for membership in EPOHOA.

**New Business:**

Col. Shaun Perkowski, guest speaker of the 167<sup>th</sup> Airlift Wing Command. Col. Perkowski spoke about the recent mission changes of the Air National Guard and the noise impact it has on the local community. Major Lindsay Fletcher, Wing Executive Officer and First Lieutenant Stacy Gault, Public Affairs Officer were also in attendance. The 167<sup>th</sup> Airlift Wing provided an Operations FAQ handout explaining the mission and training of the C-17s. The FAA is in the process of conducting a noise study that will identify noise impact areas and make recommendations if any noise hazards are identified. Col. Perkowski also provided a contact number to file a noise complaint.

**Adjourn Business Section:** Phyllis moved to adjourn the business section. RosaLee seconded. Motion passed.

**Education Session:**

Nance Briscoe presented an Education Session: HOA Ethics—the health and well-being of good leadership. The power point presentation is on the EPOHOA website.

**Next Scheduled EPOHOA Meeting**

**April 13, 2016 – 7 PM**

**The Orchard House 4599 Shepherdstown Road, Martinsburg WV 25404**