

Meeting Minutes
July 18, 2012
Independent Fire Company
200 West 2nd Avenue, Ranson WV
Jefferson County

Board Members: Pete Appignani, Gap View Village, President
Neal Nilsen, River View Park, Vice-President
Elliot Simon, Blue Ridge Acres, Treasurer
Phyllis Smock, Stonebridge, Secretary
Nance Briscoe, Cloverdale Heights, Membership Chair

Other Attendees: Susan Beidler, Forest Haven POA; Aileen Curfman, Potomac River Farm 1 & 2; Jean Kopper, Ashton Forest HOA; Suzanne Malesic, Patrick Henry Estates; Sandi Poole, Apple Blossom Meadows; Chester Poplawski, Laurel Ridge; Rosalee Riggins, Ashton Forest HOA; Jennifer Syron, Chapel View HOA; Laura Taylor, Meadow Brook Farms

Guest Speaker: Brett Hersh, owner of HBS Tax.

Mr. Hersh is an enrolled agent with the IRS and is licensed by the US Treasury Dept. to represent taxpayers before the IRS for audits, collections and appeals. He spoke to the EPOHOA on HOA tax related issues and specifically clarified HOA tax reporting requirements of the IRS. He provided handouts summarizing services.

The meeting was called to order at 7:00 pm by Pete Appignani at the Independent Fire Company

I. Approval of April meeting minutes

Elliot Simon moved to approve June 16, 2012 meeting minutes as presented. Motion was seconded by Neal. Motion passed without objection.

II. Executive Reports:

Treasurer Report -Elliot Simon submitted the Treasurer's report. Opening balance as of June 17, 2012 \$4,936.80, deposits \$100.00, dispersals of \$433.14 and closing balance of \$4,603.66 as of 6/18/12. The deposits represented new membership of Larry Kump and Whittings Neck Farm. The dispersals were for \$25.00 corporate tax payment and \$408.14 to Neal for website. Report was put into the record.

Membership Report –Nance Briscoe reported new member Larry Kump from Potomac Hills and Apple Blossom Meadows joined at a prorated rate for half the year.

III. President's Brief:

Pete introduced a new format for the agenda which includes limited time slots for speakers. He asked speakers to be as brief as possible.

Roundtable discussions at the end of the meeting will provide time to make contact with an officer or committee chair.

Pete noted the EPOHOA priorities for the year include Legislative issues and other priorities including education for HOA Boards and issues identified by the EPOHOA survey.

Pete noted the growth of the organization and the need for each county to help with individual county needs. He stated all committees working on EPOHOA issues should be made official, such as the Bylaws committee led by Susan Beidler and member John Wilgeroth, and the Legislative Committee working on updating UCIA 36B led by Jennifer Syron.

In the future for any project, we will need at least two persons working on the issue with one person willing to be the chair. In the meantime, older topics have been moved to the Parking Lot for future discussion. These topics will be posted on the website instead of the agenda.

Pete noted it is also very important that we get a definitive list of HOA representatives which will be posted on the website.

With respect to guest speakers, they should be vetted by the organization before inviting them to give a presentation.

In regard to education for community leaders, Russell Kitchner will be speaking on the information that can be provided by Community Associates Institute (CAI).

Pete encouraged greater participation and noted that any member can request any relevant item to be placed on the agenda for further discussion.

Pete also raised the question of how being a member of the Chamber of Commerce is benefiting the EPOHOA, a common interest organization and not a business. He said some people are concerned with their political contributions and lobbying efforts. Elliott Simon noted that local Chambers do not make political contributions, only the State Chamber does.

Following the recent big storm, Pete and other EPOHOA officers got calls regarding emergency service contacts. Pete called for volunteers from each county to work in identifying emergency service contacts and providing this information for the website.

Finally, Pete asked the Bylaws committee to write a draft policy on speaking or

representing EPOHOA in public or through the news media. The Board was given the prepared draft and will discuss it at the next meeting.,

Committee Updates –

CAI Working group update—Russell Kitchner, Gap View Village. Mr. Kitchner noted the rapid growth of the EPOHOA is largely due to the challenges presented by HOAs. He has requested his own Board Members at Gap View Village to consider joining Community Associations Institute (CAI) as individual members. CAI can provide valuable legislative advocacy and resources to help navigate increasing regulation. He noted that West Virginia does not have a chapter but if other HOAs join CAI, there will soon be enough members to create a West Virginia Chapter. This will enable greater advocacy for the Eastern Panhandle in legislative matters under consideration in the State Legislature in Charleston. In the meanwhile, Mr. Kitchner stated HOAs can join other surrounding CAI chapters but he would like the EPOHOA to give some thought to the benefits that might be gained through the creation of a West Virginia Chapter.

Neal Nilsen noted that his HOA Board has already approved joining the CAI.

Legislative Review Sub-Committee update—Jennifer Syron reported there are 9 members on the committee. The committee will be meeting 5 times this summer and one section of the UCIA will be reviewed at each meeting. The committee will prepare an opinion paper for presentation to the Board. If the Board approves it, the Chairman will be responsible for releasing it in coordination with activities in Charleston. Jennifer asked that no one use the material independently of the EPOHOA. The committee has reviewed section one: Definitions and Applicability and everything seems to be going well.

The WV Legislative Interim Study Committee is focusing on the 2008 UCIA amendment. Jennifer stated that it is possible after this review, the committee might recommend that the amendment is adopted or make modifications to the amendment, or ask for a repeal of the law and replace it with other legislation.

Members of the committee include: Suzanne Malesic, John Maxey, Richard Sussmann, Donn Marshall, Elliot Simon, Pete Appignani, Phyllis Smock, and Jennifer Syron.

Neal Nilsen complimented the legislative work already done by Jennifer Syron, with regard to cottage industries and said that Steve Barney on the Jefferson Planning Commission told him he really appreciates the work of the EPOHOA and finds it very useful.

Neal moved to officially appoint the Legislative Review Sub-Committee chaired by Jennifer Syron to review the UCIA 2008 amendment. Elliot seconded the motion. Motion passed without objection.

Ad Hoc Committee on Bylaws—John Wilgeroth reviewed First Notice of Bylaw change regarding Article IV Officers and Directors At Large

“The Officers and Directors at Large shall be elected by the voting membership to serve a two year term of office or until such time as his/her successor is elected as hereinafter provided.”

John stated this represents First Notice of a change in Bylaws and voting for this change will take place during the August meeting.

Pete asked the Bylaws Committee to also develop a Policy on Speaking/Representing EPOHOA in Public or News Media. The Board was given a draft to review and discuss at the next meeting.

The committee will begin to work on a policy to vet guest speakers.

Old Business

EPOHOA Survey---Suzanne Malesic presented a breakdown of topics of interest ranked in order of importance taken from the EPOHOA Survey to the Board. Over 70% of the HOA members responded to the survey and results will be posted on the web. Over 90% of the respondents indicated they did not want the EPOHOA to turn into a 501(c) 4 organization that would support candidates. A workshop committee will use the results of the survey to develop informational meetings in the future.

Suzanne also suggested that a hard copy of the survey be made available at future meetings for anyone who might attend EPOHOA and allow people to return the survey through the mail.

Member Directory---Nance Briscoe reported the directory is still in progress. Nance said she is attempting to gather all HOA names of officers, e-mail addresses, telephone numbers and surface mailing addresses for the HOA. She will send out another request through MailChimp.

Chamber of Commerce Update & Membership --- Neal noted that in both the Chamber meetings and Planning Commission meetings, people have commented to him positive effects of the EPOHOA in the community.

Elliot expressed positive publicity for EPOHOA is one of the major benefits for being a member of the Chamber.

Pete reported that some people have concerns about the partisanship of Chambers of Commerce and that the Chamber is primarily made up of businesses.

The consensus of discussion was that the local Chamber of Commerce is non-partisan and its purpose it to network, promote businesses within the community and thereby

work toward a positive quality of life. Pete suggested a further discussion involving membership in the Chamber should be continued.

ATV issues—Glenwood Forest was not present. Pete will move ATV issues on the Parking Lot. Ordinances regarding ATVs are on the website.

Requests for Assistance from EPOHOA

Nance summarized the range of individual requests received via e-mail and telephone calls as well as requests for assistance Pete received. Nance made the point that the individuals have legitimate concerns but that EPOHOA can only respond to requests by letting people know about established policies. For example, Nance recently sent out through broadcast mail an announcement about Storm Water Management Workshop and a Region 9 Broadband Survey, and an announcement about Reporting Storm Damage to Homeowners.

Nance recommended a Q & A be put up on the website.

Emergency Services Contacts

EPOHOA got e-mails from many people following the recent storm seeking information on emergency services. As a result Pete suggested the need to add the names of Emergency Services Contacts for both Jefferson and Berkeley Counties. Neal will work with CERT for improving communications.

Further discussion regarding how to respond to people's inquiries, led to the need to develop a self-registration format on the EPOHOA website that would allow the user to (1) authorize their use of the website and (2) enter contact information. The registration is needed so that EPOHOA can send out information and receive information from members.

Pete asked Nance to set up a link from EPOHOA to WordPress for people to register. Nance said she has already done it.

Pete and Nance and Neal will finalize a method for self-registration.

Roundtables

Meeting was opened up for people to asked additional questions of guest speaker on tax related issues, Jennifer Syron regarding the Legislative Study, or Suzanne on the EPOHOA survey.

Suzanne moved to adjourn meeting. Jennifer seconded the motion. Motion passed. Meeting adjourned at 9:00 pm

Phyllis Smock

NEXT SCHEDULED MEETING
August 15, 2012 at 7:00 pm
Bedington Ruritan 3947 Williamsport Pike
Martinsburg, WV 25401
Berkeley County

www.epohoa.org/info@epohoa.org