



P.O. Box 911, Charles Town, WV 25414  
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#### 2016-2017 OFFICERS:

Bob Ayrer, President  
Nance Briscoe, Vice President  
RosaLee Riggins, Treasurer  
Phyllis Smock, Secretary  
VACANT, Member at Large

### AGENDA

EASTERN PANHANDLE ORGANIZATION OF HOMEOWNERS ASSOCIATIONS, INC.

**Wednesday - November 16, 2016 7PM**  
Orchard House  
4599 Shepherdstown Road – Route 45  
(between Martinsburg and Shepherdstown)  
Martinsburg WV 25428

Business (agenda - subject to change)

7:00 PM

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- **Call to Order**
  - **Appointment of one Member at Large in compliance with EPOHOA Bylaws Section 6.7 – Vacancies**
  - **Announce Quorum present or not present**
  - **Approval of September 17, 2016 Minutes** *postponed to November 16, 2016*
  - **Treasurer's Report**
  - **Membership Report**
  - **Old Business - Discussion ONLY**
  - Sept. 17, 2016 Insurance Workshop Results *postponed to November 16, 2016*  
Obtaining EPOHOA Website Passwords - Changes January 2017 "one password"
  - **New Business**  
Announcement: Orchard House confirmation for 2017 meetings

#### **Adjourn Business Section as a discussion session**

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- **Education Session:**  
**Beat Delinquencies: Ways to Collect Past-Due Assessments with Q&A at the conclusion of the presentation**  
Presenter: Nance Briscoe

~ 7:30 PM

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- **Open Forum – Membership Discussion**  
Member Issues – please limit your question/answer to three (3) minutes to allow others an opportunity to also share information to increase knowledge.  
Visiting HOAs/homeowner issues  
Survey: **Potential Improvement Points (PIPs)** from attendees

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- **Announcements**  
Next scheduled meeting:  
Saturday December 17, 2016 at 9AM - Orchard House  
Education Session: TBA  
Local & State Information

#### **1. Adjourn**

~ 9:00 PM

At the conclusion of the meeting, please return your chair to the wall perimeter area for stacking.



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**ALL MEETINGS OPEN TO THE PUBLIC**

**FREE PARKING - HANDICAP ACCESSIBLE - NO SMOKING - CELL PHONES MUST BE SILENCED**