



**Board of Directors Business Meeting Minutes
December 12, 2016
The Daily Grind
778 Foxcroft Avenue
Martinsburg WV 25405**

Board Members Present: Bob Ayrers, President, Nance Briscoe, Vice President, Phyllis Smock, Secretary, Connie Suddueth, Member-at-Large

Bob called meeting to order to 7:00 pm

Approval of Minutes: Hearing no corrections or additions, minutes from November 21, 2016 are accepted as submitted.

Treasurer's Report:

Nance Briscoe reported the following treasurer report received from RosaLee Riggins for the period of:
November 22, 2016 through December 12, 2016:

Previous Balance	\$7,236.43
Deposit	\$ 0.00
Expenses:	
SiteGround Hosting	<u>\$ 66.00</u>
Total Expenses	\$ 66.00
Checking Account Balance Nov. 21, 2016	\$7,170.43

Membership Report:

Nance reported new members include: Tina Lippincott, an individual homeowner from Briar Run 5 and 6 (192 homes in Jefferson County) and The Point Property Owners Association which includes 36 homes and 45 lots, located in Jefferson County.

Potential new members are Imperial Orchard (500 acres; between 45 and 50 acres per home) in PawPaw, Morgan County, West Virginia.

Also Wilma Evans from Douglas Oaks Homeowners Association (109 homes) in Berkeley County, is interested in EPOHOA education.

Education Sessions:

Nance made a motion to purchase the projector offered by Dean Cook for \$200 with one stipulation that he is allowed to borrow it as long as it that does not conflict with our meetings. Connie seconded the motion.

Discussion on the motion was to allow Nance to purchase the adaptor needed to connect the projector to laptop not to exceed \$100. RosaLee has adaptable cables which may be acceptable. We may need to reimburse her if she bought the cables as personal property.

The motion passed unanimously.

Following discussion of videos online, the Board decided the following education sessions:

January 18, 2017 – Wednesday (Weather Permitting)

HOA Q & A Video (8 minutes) on Alternate Dispute Resolution (ADR) also known as Notice of Violations and Hearings. EPOHOA Board Members will share their respective policies for discussion and handout as examples for general information.

February 15, 2017 – Wednesday

HOA Maintenance Responsibilities—Common Area Video (50 minutes)

March 18, 2017 – Saturday

Do It Yourself Reserve Study presented by Bob Ayrer. RSVP required. Free for EPOHOA members, Non-members will be charged \$20 per person to attend.

Board discussed future education session scheduled for Saturday, June 17, 2016. Nance will contact Mr. Steve Prunty, Legislative Attorney hired by West Virginia Judiciary in past years. He attends Judiciary Meetings in Charleston. Mr. Prunty will be asked to give a presentation regarding strategies for amending legislation that affects HOAs and need for oversight of HOAs. If Mr. Prunty accepts our invitation to come to EPOHOA meeting in June, the Board will invite Morgan, Berkeley, and Jefferson County Commissioners, Council Members, Planning, Zoning and Engineering as guests to attend meeting.

EPOHOA will advertise the meeting in local papers and try to get as many members and non-members to attend. The workshop will require an RSVP, free for EPOHOA Members, and non-members will be charged \$20 per person to attend.

Meeting adjourned at 8:00 pm

Minutes submitted by

Phyllis Smock, EPOHOA Secretary