



**Annual Meeting and Discussion Notes  
Saturday, June 17, 2017  
Faith Christian Academy  
138 Greenburg Road  
Martinsburg WV 25404**

**Officers:** Bob Ayrer, President, Spring Mills; Nance Briscoe, Vice President, Cloverdale; Phyllis Smock, Secretary, Stonebridge; Keith Veler, Treasurer; Norborne Glebe;

**Other Attendees:** Byron Boudreaux, Meadowbrook; Glenn Carry, Tomahawk Ridge Cluster; Michael Carroll, Rattlesnake Run; Rosalee Chiora, The Woods; MaryLou Cisar, Dogwood Manor; Eric Freeman, Tomahawk Ridge Cluster; Cathy Jackson, Westridge Hills; Sue Littlepage, The Woods; Linda Laughlin, Fort Hill Farms II; Carol Perfetto, Glenn Haven; Joe Logan, Meadowbrook; Tom Romero, Shenanwood; George Tenley, The Woods; Dan Toland, The Woods; Theresa Rush, Dogwood Manor; Bobby Youngblood, Chesley Estates

The meeting was called to order at 9:00 am by Bob Ayrer.

**Membership Report:**

Nance announced the NEW 2017 EPOHOA Members:

- Apple Valley Waste (AVW) – Business
- Cotton, Melvin – Individual (Homeowner: Spring Valley)
- Crestfield Homeowners Association
- Fort Hill Farm II Owners Association
- Glen Haven Property Owners Association
- Hammond’s Mill
- Lippincott, Tina – Individual (Homeowner: Briar Run 5 and 6)
- Mordecai, Charles – Individual (Homeowner: Hammond’s Mill)
- Nadenbousch Heights Subdivision
- Potomac Valley Vista Property Owners Association
- Siemer, Carl – Individual (Homeowner: Imperial Orchard)
- Spring Hill Homeowner’s Association
- The Honeywood Home Owners Association
- The Point Property Owners Association
- The Woods Homeowners Association
- Tomahawk Ridge Cluster
- Timberline Association
- Westridge Hills Owners Association

**Election of two directors for three-year terms**

Bob appointed volunteers Bobby Youngblood and Bill Boudreaux to collect the ballots and count the votes.

**Announcement of Election:**

Phyllis Smock and Connie Suddueth were elected to three-year terms, expiring in June 2020.

**EDUCATION SESSION** - by Nance Briscoe:  
“Unregistered Unlicensed Vehicles in your HOA”  
Covenants, enforcement, state law

Handouts included:

Covenants: as quoted from DCCRs

- HOA Policy Development – Process Basic Steps
- Basic Procedures for Violation of ONE Article of the Governing Documents
- Declaration and Policy Enforcement – Example from Stonebridge Property Owners Association
- Federal Law - Servicemembers Civil Relief Act and Its Implications for Homeowner Associations
- LINKS: State Law(s): WV Code §17A-3-3b and Division of Motor Vehicles

EPOHOA Education Sessions are included on the EPOHOA website under:  
Education>Workshops and Seminars.  
Access is provided to EPOHOA members in good standing only.

Success Stories from HOA representatives attending meeting:

1. An HOA successfully removed a standalone basketball hoop located on the common area (berm) in front of a home. No one claimed ownership and the HOA had Apple Valley Waste remove it.
2. An HOA sued a bank for unpaid assessments on lots owned by the bank. The HOA and the bank successfully reached a settlement agreement for the past due assessments and as the lots are sold in the future all assessments due on each lot will be paid to the HOA.
3. An HOA which had been dormant for about 10 years, recently re-registered with the Secretary of State and is in the processing of electing a Board of Directors and writing policies of enforcement for their community.
4. An HOA Board was approached by children in the community to install a bike rack at the bus stop. The Board considered the request and a bike rack will be installed.
5. A homeowner in a community was denied a request for a satellite dish by the Declarant. But when the Board pointed out the inconsistency of the denial when many other satellite dishes had already been installed, the Declarant approved the request upon the condition that the homeowner plant a small bush to hide the dish from public view.

Notes submitted by,  
Phyllis Smock, EPHOA Secretary

**Reminder: Information provided at EPOHOA education sessions, workshops and seminars is general information and not legal advice. Extensive efforts were undertaken to obtain comprehensive information, for your convenience and expressly understood as a source for reference only.**

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EASTERN PANHANDLE ORGANIZATION OF HOMEOWNERS ASSOCIATIONS, INC.  
P.O. Box 911 - Charles Town, WV 25414