



**Discussion Notes**  
**Wednesday, May 16, 2018**  
**Hospice of the Panhandle**  
**Conference Center**  
**230 Hospice Lane**  
**Kearneysville, WV 25430**

**Officers:** Bob Ayrer, President, Nance Briscoe, Vice President, Phyllis Smock, Secretary, Keith Veler, Treasurer

**Other Attendees:** Scott Baird, Opequon Meadows; Michael Calvort, Rattlesnake Run; Rosalee Chiasia, Woods; John Gleason, Cacapon Highland; Dorinda Itmyre, Opequon Meadows; Belinda Lewis, Opequon Meadows; Theresa Rush, Dogwood; Gary Stewart, Sleepy Creek Orchard; Jean Stewart, Sleepy Creek Orchard; Richard Sussmann, Property Management People, Daniel Toland, Woods; Kathy Upton, Willowdale II.

The meeting was called to order at 7:00 pm by Bop Ayrrers.

**Announcements:**

- Treasurer Report: Keith reported a checking account balance of \$14,586.22
- RSVP to attend June 16 workshop
- Election will be held in July. EPOHOA needs new Board Members.
- EPOHOA has storage in the Conference Center for projector and sound system.

**Membership Report:**

Opequon Meadows (210) homes is new member.

Business meeting adjourned. Notes taken by Phyllis Smock, EPOHOA Secretary

**Education Session** – Required Federal Tax forms for HOAs: presented by Brett Hersh\* and How HOAs Elect New Board Members & what HOA Boards must consider: presented by Nance Briscoe Includes Q&A with handouts & discussion

Presentation Board Members 29 pages

Handouts:

HOA Course Saves Thousands And Simplifies Tax-Filing

Difference between 1120 & 1120-H IRS Tax forms

HOA Elections Should be Properly Supervised by an “Inspector of Elections”

Proxies and Proxy Voting at Membership or Board Meetings

Additional Info discussed:

Sample General Proxy

Sample Limited Proxy

Planned Unit Development Rider “PUD” it’s a fact.

Roberts Rules of Order available at: <http://www.robertsrules.com> or in bookstores  
TSD Form-318 – Clarification WV State Tax March 2018

Status Announcement: EPOHOA Member Sleepy Creek Forest, Berkeley County – relative to an HOA Board of Directors' actions, consideration and follow through. The following information was timely and complimented this particular Education Session

West Virginia Record – Justices grant summary judgment to subdivision for homeowners' delinquent assessments

Supreme Court of Appeals of West Virginia – Justice Walker's Opinion

Supreme Court of Appeals of West Virginia No. 17-0141

\* Due to an unexpected family illness Brett was unavailable

**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.**