



**Board of Directors Business Meeting Minutes
Friday, April 13, 2018
The Daily Grind, 778 Foxcroft Avenue
Martinsburg WV 25404**

Board Members Present: Bob Ayler, President; Nance Briscoe, Vice President; Phyllis Smock, Secretary,

Bob called the meeting at 6:00 pm

Approval of Minutes:

Minutes of March 6, 2018 were corrected regarding membership of individual John Boring. His application has been received but no membership payment has been received. Minutes accepted with correction.

Treasurer's Report:

No report

Membership Report:

Nance reported two new HOA members have joined. They are Rabbit's Run in Jefferson County and Opequon Meadows in Berkeley County.

New Business:

Drop Box has exceeded free space. Nance moved to increase space on Drop Box for an amount not greater than \$250 per year for 1 TB. Phyllis seconded motion. Motion approved. Nance will ask Keith to pay for additional space on line and EPOHOA will reimburse him.

Old Business:

Nomination Committee: Discussion of Board Elections resulted in suggestion that Nance will ask Keith Velor if he is willing to be re-elected to serve on Board for a three-year term. Nance will also reach out to Gary Stewart from Sleep Creek Orchard; Bobby Youngblood from Chesley Estates, and Steve Rose of The Woods, all whom have expressed willingness to serve on the Board. If anyone resigns from the Board prior to the election, the By-laws provide for the Board to appoint an individual to fill the remainder of the term. Bob proposed presenting a Slate of Nominated Candidates at the June meeting and if there are no nominations from the floor, the Slate of Candidates may be voted in by acclamation.

On-Line Meetings:

Bob discussed some research he did regarding on-line streaming meetings on Facebook and will send links to Keith. Bob stressed the need to have some depth from members who are well educated in technologies who might serve on the Board. Bob indicated the expense would not exceed \$2,000. Bob suggested if on-line streaming becomes a possibility, EPOHOA would offer

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the streaming free for a limited period.

Bob also discussed the need for storage space if additional equipment is acquired such as projector, sound system, etc. Nance will inquire at Hospice about availability of storage space.

Nance has not received an invoice for the Continental Breakfast served at the Workshop on March 17, 2018. She will ask Hospice for invoice.

Phyllis reported she confirmed that Ed Thomas will present the next workshop scheduled for Saturday, June 16, 2018.

April 18, 2018: “Loose and Hard Roads” Presentation by Total Asphalt Technologies

May 16, 2018: “Required Federal Tax forms for HOAs” presented by Brett Hersh“ and
“How HOAs Elect New Board Members” presented by Nance Briscoe

June 16, 2018: RSVP Workshop/Seminar

EPOHOA Election of Board of Directors

“Duties & Responsibilities of Board of Directors and Building a Budget”
presented by Ed Thomas and Richard Sussmann

July 18, 2018: TBD

August 15, 2018: TBD

September 15, 2018: “Top Ten Misconceptions for Amending Governing Documents” presented
by Amy Pape

October 17, 2018:

November 7, 2018:

December 15, 2018:

Nance has several other topics that would involve business members in Education
Sessions panel in December.

Meeting adjourned at 7:10 pm

Minutes submitted by Phyllis Smock, EPOHOA, Secretary

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