



MINUTES OF ANNUAL MEETING

The annual meeting of the property owners of the South Potomac Valley Property Owners Association was held at the Levels Volunteer Fire Hall in Levels, West Virginia on October 13, 2018.

Call to Order

The SPVPOA meeting was called to order by John Masarick, Chairman, at 1:07 p.m.

Introductions

John Masarick began the meeting by having everyone introduce themselves as there were several new members present.

Charlene Pietra, VP/Acting Secretary reported there was a quorum of 33 members present and 27 proxies.

The following members were present:

Name	Lots	No. of Lots
Chris & Helen Fischer	18, 19	2
Charlene Pietra	22, 41, 44, 45,46, 47	6
John & Sue Masarick	15, 16, 95	3
Richard Dadds	7, 8, 9, 10, 71, 99	6
Genevieve Miller	79	1
Sandra Bean	23	1
Charles Bean	24	1
Kevin Mitchell	72	1
Nathalie Mundell	74, 75	2
Shane, Karen, Garrett Rogers	42, 43, 60, 61, 62	5
Tony Lee	62,93,94	3
Morgan & Patrice Hogeland	68	1
Lewis Wills	17	1
	Total represented lots	33

The following property owners were represented by proxy:

Name	Lots	No. of Lots
Koslow	11, 12	2
Tom & Janet Masarick	31, 32, 20, 21	4
William & Stephanie Moore	64, 65, 66, 67,69	5
David McCombs	6	1
Edward Dennis	25, 26, 27, 28, 29,30, 33	7
David & Janet Coopage	53, 54	2
Schiller	35, 36, 37, 38, 39, 40	6
	Total Proxy Lots	27

Lots needed for quorum 34

Total lots present and Proxy 60

Board members attendance and term expiration

Position	Name	Term Expiration
Chairman	John Masarick	2019
Vice Chairman	Charlene Pietra	2020
Treasurer	Chris Fischer	2018
Secretary	Tom Masarick	2018
Board Member	Richard Dadds	2020
Road Chairman	Lewis Wills	

Reading of the Minutes

Copies of the minutes of the 2017 annual meeting were made available and read by all members.

MOTION #1: A motion was made to accept the minutes as written by Karen Rogers, seconded by Richard Dadds. Minutes were passed as written.

Treasurer's Report

Chris Fischer, Treasurer presented the Treasurer's report for 10-1-17 to 9-30-18. He also presented a proposed budget for 2019.

Karen L. Rogers reviewed the treasurer's books for the period of Oct. through August 2018. She reported all transactions have been appropriately documented and the balance reported by the Treasurer has been verified.

Total Revenue	\$11,498.19
Expenses for Road	\$6,986.93
Administrative Expenses	\$1,235.80
Balance in Bank	\$3,275.46

MOTION #2: A motion was made to accept the treasurer's report and proposed budget for the year 2019 by Natalie Mundell, seconded by Genevieve Miller. Treasurer's report was passed.

(See SPVPOA Treasurers Report attached)

Road Committee Report

Lewis Wills, the road committee chairman reported the Spring rains made it necessary to do some emergency repairs to our roads. Although the treasurer report indicates we went over budget for road work many of the repairs went toward recovery efforts. Many of these road repairs and ditches were on next years road plan so not that much of a budget overrun since we accomplished some of next years goals this year.

Most of the year as normal repairs became necessary time and money was spent on rebuilding, crowning, and ditching the road rather than just patching.

With this new plan of rebuilding the road to address the problem ditches are now in good shape and functioning as they should throughout the association.

The plan is to get water in the ditches which is now being done. In the past the water was running down the roads instead of in the ditches.

It will be necessary for some property owners to put in culverts in order to keep water draining in the ditches as it should.

Lewis also reported that it was necessary to eliminate some overhead tree limbs because the overhang was creating problems for the dump trucks to be able to dump the gravel.

Stultz Drive has not received as much maintenance as other roads. Presently there is no proper drainage. The road needs to be crowned and some new culverts put in. Lewis reported that he is planning on doing grading from the common area to Doc Adams.

Lewis requested anyone knowing of road problems should feel free to contact the board or himself so they can be addressed.

John thanked Lewis Wills and Chris Fischer for working well together and getting so much accomplished this past year from road repairs to snow removal.

Old Business

John announced there was no Old Business.

New Business

The nominating committee elected Chris Fischer for Treasurer and Tom Masarick as Secretary.

Richard Dadds, chairman of the nominating committee, reported that Chris Fischer presently serving as treasurer would be willing to serve again as Treasurer. Tom Masarick presently secretary would be willing to continue to serve. There were no other nominations received by mail and none made from the floor.

Chris Fischer and Tom Masarick were nominated by unanimous consent.

Results of the election:

Chris Fischer was re-elected as Treasurer.

Tom Masarick was re-elected as Secretary

Their terms 2018 to 2021.

MOTION #3: A motion was made to pay the Levels Vol. Fire Dept. \$125.00 for use of their building for our meeting by Richard Dadds, seconded by G Miller. Passed.

Chris Fischer read a letter from the attorney addressing the moving of the cul-de-sac on Potomac Court and putting up a gate. If the property were to be sold the cul-de-sac must be moved back to its original position as shown on the SPVPOA plat.

Also the attorney advised that the installing of speed bumps carries many liabilities to the association. The persons interested in having the speed bumps put in said the traffic of the four wheelers was much improved since board members have spoken to the offenders.

The issue of renting of our properties for a weekend cannot be done. We are a private residential association not a commercial business.

Genevieve Miller requested that the road by her house be looked at and no more water put on her property. Requests a better drainage system be made available. Lewis Wills, road chairman, advised that he and Rip Dadds will look at the problem. But believes once the work is done on Stutz's Drive the water problem will be resolved.

Mrs. Rogers asked if something can be done to improve the common area. Lewis Wills advised that we have not been able to really do any work on the common area due to the heavy rains which caused the river to be high this year.

Mr. Rogers reported a recent theft to his property. He shared pictures of the theft that was taken by his security camera. Sheriff has been notified.

Sandy Bean thanked Lewis Wills for the work on their ditches that are now cleared.

John Masarick thanked all members of the board for the work they had done this past year.

Shane Rogers made a motion to adjourn the meeting. Second by Genevieve Miller.

Meeting adjourned 1:55 p.m.

Chairman's Proposed 2018-2019 Schedule:

Day and Date	Location	Meeting Type
1 p.m. Sunday Nov 4, 2018	John's Cabin	Board of Directors
1 p.m. Sunday Feb 10, 2019	TBD	Board of Directors
1 p.m. Sunday Apr 7, 2019	TBD	Board of Directors
1 p.m. Sunday Aug 22, 2019	TBD	Board of Directors
11 a.m. Saturday Oct. 12, 2019	Fire Hall	Board of Directors
1 p.m. Saturday Oct. 12, 2019	Fire Hall	Annual Meeting

Respectfully submitted,

Charlene Pietra,

Charlene Pietra, VP
Acting Secty.