

**SOUTH POTOMAC VALLEY
PROPERTY OWNERS ASSOCIATION, INC.**

ANNUAL MEMBERSHIP MEETING: October 6, 1991, 1:00 PM
Levels Fire House

ATTENDEES:	Number of Lots:
Tom & Janet Masarick	2
Ralph Hofer	2
Diane & Tom Dee	2
Robert Koslow	2
Keith Biddlecomb	1
Juanita Wolfe	5
Llewellyn (proxy held by Juanita)	5
Angie Asbury	2
Charles Surber	2
Dick Gorham & Susan Mason	10
Gene & Charlene Pietra	6
Bruce Dunn	2
Bill Stultz	<u>2</u>
Total lots represented	43

Minimum number for quorum: 34

Tom Masarick welcomed the members and asked each member to identify him/herself. He acknowledged Ralph Hofer's long service as Treasurer and said he had a gift (a Jefferson's cup) for Ralph which was not ready yet. The Treasurer position was up for re-election and Ralph does not wish to be considered.

SECRETARY'S REPORT:

Diane Dee read the highlights of the 1990 Annual Meeting Minutes. They were accepted by voice vote.

TREASURER'S REPORT:

Ralph Hofer said the final report was not ready because the September bank statement had not been received in time to be incorporated. He will submit the statement to the Secretary to be sent to the membership with the Annual Meeting Minutes.

There is \$6,228. in the bank as of September mainly because we have not expended any money for roads yet. Approximately \$4500 dollars is available each year for roads.

Liens: We still have not been successful in placing liens and recovering money. Bob Koslow has placed the liens but there is a breakdown in the system somewhere.

Dues increase: Ralph made a motion to increase the dues 5% as

allowed by the covenants. In discussion, Bill Stultz said he feels there is inequity in lot payments. He noted that the person who owns a single lot pays the same amount as someone who owns several adjacent lots, therefore he pays more for his road maintenance per foot than the multi-lot owner. It was determined that this problem is a covenants discussion and would be discussed later.

Keith Biddlecomb recommended tabling the dues vote in favor of a discussion of our shrinking revenue base, deterioration of roads and the covenants. He felt there was no need to increase dues until we decide how to spend the money properly.

Angie Asbury noted that the dues increase does not need to be approved by the membership as the membership had previously approved the Board making that decision not to exceed 5%.

Tom Masarick said he still wanted the membership to approve. Ralph moved and it was seconded and approved by voice vote.

Auditor: It was noted that we need an auditor. Koslow nominated Gene Pietra who accepted.

Gorham moved to accept the Treasurer's Report and Juanita Wolfe seconded. Approved by voice vote.

ROADS

Bob Koslow submitted his "Road Maintenance Contractors Bid Report". He said he prepared this and used it to try to get bids to repair and maintain our roads(attached). We agreed that he did a great job at trying to put in writing our needs. Several disagreed saying that it was not the right kind of information for a contractor.

Blair Hose submitted a bid and also Fran-Shar Construction, the contractor for Potomac Hills. Bob noted that he had given the information to Bill Stultz but had received no response. Mr. Stultz said he felt there would be a conflict of interest. Several people felt that Fran-Shar Construction has not done a good job for Potomac Hills therefore we do not want them to do our roads.

Biddlecomb noted that this is just a wish list and where are the funds? He felt that we should do a contract.

There followed an extensive discussion about grading and pulling the ditches, bushhogging the sides of the roads, whether stone is a priority or grading, etc.

It was noted that Bill Palmer has repeatedly said that he would like to get off the roads committee. He has been doing roads from the beginning and it can be very time consuming and he would like someone to take over. It was agreed that it was time someone

else took up the load.

Biddlecomb then suggested Bill Stultz as Chairman of Roads. Keith Biddlecomb, Tom Dee and Bill Palmer, will serve on the Committee.

COVENANTS;

Gene Pietra agreed to serve as Chairman of the Covenants Committee and Diane Dee and Bob Koslow will be on the committee. Before the next annual meeting there will be a draft of the covenants prepared which will have been sent to each property owner for review and asking for comments. The Chairman will then request a special covenants meeting to which all members will be invited to give everyone the opportunity to air their views regarding the covenants. At the annual meeting we expect to have a document that can be used to obtain the necessary votes for approval. (We will get a legal opinion to make sure we are doing it correctly).

ELECTIONS;

Dick Gorham conducted the elections. Treasurer, Secretary and a 3-year and 2-year board position were up for election.

Treasurer: Nomination: Bob Koslow
There were no other nominations. He accepted.

Secretary: Nomination: Angie Asbury
There were no other nominations. She accepted.

3-year and 2-year terms:
Nominations: Charlie Surber
Keith Biddlecomb
Diane Dee
Bill Stultz

Members were directed to cast votes by the number of lots they own for two positions. Diane Dee and Charlie Surber tied. They left the room and Charlie Surber was voted the 3-year position and Diane Dee the 2-year. It was agreed that (as last year) the Chairman have the option to replace inactive board members with the alternate nominees.

NEW BUSINESS; Angie recommended that we recycle our aluminum cans and take to Cumberland for money which we then give to the Board for extra money.

Lot 34 owned by Schwegler is up for sale.

NO HUNTING SIGNS: It was unanimously approved to allow Bruce Dunn and Gene Pietra to spend \$50 for signs to be posted for hunting season.

Juanita moved that we approve a \$50 donation to the Levels Fire

Station. Koslow seconded and approved by voice vote.

Meeting concluded.

Thanks for your support and the best of luck to Angie,

A handwritten signature in cursive script, appearing to read "Diane M. Dee".

Diane M. Dee
Secretary