



Revised: 11-15-2015TM

## 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 Station in Levels, West Virginia, on October 10, 2015, at 1:00 pm.

### Call to Order

The meeting was called to order at 1:00pm by Angie Asbury, Chairman, who presided at the meeting in accordance with the provisions of the bylaws of the association, and Drew Mrenna, Secretary, being present, acted as secretary of the meeting. The members in attendance introduced themselves.

### Attendance

The following stockholders were present in person:

<b>Name</b>	<b>Lots</b>	<b>No. of Lots</b>
Roger & Angela Asbury	56 & 57	2
Charles Bean	24	1
Sandra Bean	23	1
Richard Dadds	7, 8, 9, 10, 71 & 99	6
Chris & Helen Fischer	18 & 19	2
Morgan Hogeland	68	1
Anthony Lee	92, 93 & 94	3
John & Sue Masarick	15	1
John & Tom Masarick	95	1
Tom & Janet Masarick	31 & 32	2
Susan & Drew Mrenna	73, 76 & 77	3
Natalie Mundel	74 & 75	2
Charlene Pietra	22, 41, 44, 45, 46 & 47	6
Mr. & Mrs. Schiller	35, 36, 37, 38 & 39	5
Rob Shapiro	83 & 85	2
Charles & Mary Surber	1 & 84	2
Lewis Willis	17	1

The following property owners were represented by proxy:

<b>Name</b>	<b>Lots</b>	<b>No. of Lots</b>
Richard & Mary Collins	20 & 21	2
Ed & Margaret Dennis	25, 26, 27, 28 & 33	5
Ralph & Mary Jane Kerns	88	1
Josef & Teresa Vendramini	34	1

There are forty-three property owners in our association; twenty were in attendance, either in person or by proxy.

With a total of 49 lots represented to vote, this exceeds the minimum of 34 lots to establish a quorum.

The following Board members were in attendance:

<b>Position</b>	<b>Name</b>	<b>Term Expiration</b>
Chairman	Angie Asbury	2016
Vice Chairman	John Masarick	2017
Treasurer	Chris Fischer	2015
Secretary	Drew Mrenna	2015
Board Member	Tom Masarick	2017

*Reading of the Minutes*

Drew Mrenna, Secretary read the minutes of the last meeting of the lot owners of the association, held on October 11, 2014. Upon motion made and seconded, the minutes were approved as amended.

*Treasurer's Report*

Chris Fischer, Treasurer presented the Treasurer's report for the 2015/2016 year.

- Charlene Pietra audited the financial records. There were no discrepancies found.
- Chris Fischer, Treasurer presented a proposed budget for next year.
- As permitted in the Protective Covenants, the Board is recommending that road dues be increased by \$0.92, rounded to \$1.00 for 2015/16 to \$116.00.
- The administrative fee which is voluntary remains at \$25.00.

Committee Road Reports

Roger Asbury, Road Committee, provided a report on the roads. The Potomac Overlook from Big Buck up the hill needs some major work. It needs regraded to control erosion as well as have the ditches cleaned out to control the flow of run off.

Chris Fischer, Treasurer noted that there was a bid to clear brush along the roads. The work parties are not working due to the aging membership. The discussion was around if this is the lot owners responsibility. The board is responsible in maintaining the right of way, which includes the road.

Election of Officers

Treasurer:

Nominations for Treasurer were taken from the floor. Chris Fischer was nominated and seconded. There was only one nomination. With only a single nomination, Chris Fischer was elected as the Treasurer for the 2016-2019 term.

Secretary:

Drew Mrenna, Secretary announced that due to other volunteer commitments that he will no longer run for Secretary. Nominations for Secretary were taken from the floor. Tom Masarick was nominated and seconded. With only a single nomination, Tom was elected as the Secretary for the 2016-2019 term.

New Business

- A. Chris Fischer, Treasurer & John Masarick, Vice Chairman made separate proposals to increase dues to cover road repairs that will be discussed in the road report. Either proposal will require a modification to the covenants. Both proposals would grandfather current lot owners. The lot owners were concerned about conveying the property to family members or heirs. Before any further pursuit of either proposal, the lot owners would like to see the full text of the changes.
- B. With the vacancy in the Member-at-Large position, Chairman Angie Asbury appointed Richard Dadds to fulfil the remaining term.
- C. Chris Fischer, Treasurer gave some remarks on the life of Gene Pietra. Charlene also made a statement. A moment of silence honoring Gene Pietra was shared among the group.
- D. Chris Fischer passed around a card for Dick Collins. He is recovering from a medical issue.
- E. Rob Shapiro raised a question on how many camp trailers are permitted on a lot. The covenants talks about permanent trailers. There is no regulation on temporary camp trailers.
- F. Tom Masarick discussed the Visitor form that has been generated. This form is to identify lot owner visitors when the lot owner is not with them. This will make it easier for lot owners to let their older children use of their lot.

- G. Chairman Angie Asbury brought forth to the Board members concerning 4-wheelers. "The State Police told her to go to Romney and swear out a warrant for trespassing on the persons involved in the 4-wheeler trespassing."

Adjournment

Good of the Order:

Tom Masarick presented Chris Fischer with a gift as a token of appreciation for being a good neighbor. Tom Masarick noted that there are many in this room that could be recognized for their good works to SPVPOA members, however that Chris Fisher was particularly selected for his continuous dedication and support to many of members in their time of need. Chris Fisher is truly a Good Samaritan.

Upon motion made by John Masarick, Vice Chairman and seconded by Tom Masarick, Secretary the annual meeting was adjourned at 2:30pm.

*Drew Mrenna*, Secretary