

The following property owners were represented by proxy:

Name:	Lots:	No. of Lots:
Ed Dennis	#25, 26, 27,28, 29, 30, 33	7
Richard Dadds	#7, 8, 9, 10, 71, 99	6
Chris Long & Scott Arbogast	#98	1
Vendramini Josef and Therese	#34	1
Micheal Meade	#81, 82	2
Ralph & Mary Jane Kerns	#88	1
Frank Jenkins	#63	1
William Moore	#64,65,66,67,69	5
Steve & Susan Schiller	#35, 36, 37, 39, 40	5
	Lots needed for quorum 34 Total Lots Present (26) + Proxy (29) = 55	29

Board members attendance and term expiration:

Position	Name	Term
Chairman	John Masarick Chairman	2019
Vice Chairman	Charlene Pietra Vice Chairman	2020
Treasurer	Chris Fischer	2021
Secretary	Tom Masarick	2021
Board Member	Richards Dadds (acting at Large)	2020

**Introduction by John
Masarick Chairman**

John Masarick, President welcomed everyone to our Annual Meeting. He noted the experience of the BOD and had each member introduce themselves starting with the BOD. It should be noted that all of the BOD are original owners and have bought from Mr. Homer Feller in 1985. Our current BOD has past Chairmen, Vice Chairmen and Secretaries experience.

**Reading of the
Minutes**

Tom Masarick, Secretary distributed the minutes of the last Annual SPVPOA Meeting held on October 13, 2018. Upon motion made by Tom Masarick and seconded by Shane Rogers, the minutes were approved by unanimous voice vote.

Website: www.spvpoa.com

Tom Masarick, Secretary and Webmaster reported no issues with our website. It has been up 100% last year. We recently renewed our hosting with GoDaddy for 3 years.

Our Website is our repository of records which includes the following: It goes back many years.

- Minutes
- BOD Schedule
- BOD Officers
- By-laws and Covenants
- Plat of Association
- Membership List (pw protected)
- Pictures

Treasurer's Report

Chris Fischer, Treasurer presented the Treasurer's report for the 10/1/2018 – 9/30/2019 year and the proposed budget for next year.

- Patrice DeBoer Hogeland performed an independent audit on 10/7/2019 of the financial records for accuracy. She reported the she concurs with the deposits and expenses and that there were no discrepancies found.

- **Balance Sheet Summary:**

◦ Beginning Balance:	\$3,275.46	
◦ Deposits for 2019:	\$8,486.30	
◦ Total Revenue:		\$11,761.76
◦ Expenses for Roads:	\$5,101.61	
◦ Snow Removal	\$1,555.00	
◦ Administrative Expenses:	\$1,441.90	
◦ Total Expenses:		\$8,098.51

Total in Bank: \$3,663.25

(See SPVPOA Treasurers Report attached)

Committee Road Reports

The Road Committee Chairman, Lewis Wills requested Secretary Tom Masarick to read the submitted Road Committee Report – due to congestion and health issues (his report is listed below :)

Our roads are looking good throughout the Association. We had an exceptional amount of rain last year that damaged our roads. Some were literally just washed away. We started immediately repairing the worst areas for safe usage. Then we realized that the amount of work and money involved in these repairs were going to severely destroy our road budget. So after several meetings we agreed that our repairs would be in vain if we didn't fix the initial cause of the damage.

So at that point any area that was worked on was brought up to specs for drainage issues and crowned to minimize the need for the constant repeated repairs bi- monthly. This of course changed our projected budget for the year, but at the same time literally cleared the list of projects that were built into our 3 year plan. I think the Stultz from S. Branch to the common area is a big win for us. There was little service needed on this road after modifications were made. Potomac Overlook coming in 2nd and S. Branch itself needs an honorable mention!

Aside from torrential rainstorms our roads are nearly to a point where we can just perform stand ditch cleaning and modify crowns as needed. I think after another year of this maintenance we can start rebuilding our Association account. We implemented a new strategy/outlook for how we would address the repairs.

I would like thank everyone for their support and a special thanks to our BOD for their insight and cooperation. A great team to be working with!

In Summary we have 5 and ½ roads to maintain; our new method of ensuring there is a crown in the road and cleaning out ditches and giving water a place to run is reducing our annual maintenance expense.

Old Business

1. During the 2018 Annual SPVPOA Annual Membership Meeting, Ms. Genevieve Miller inquired about drainage issues. Lewis Wills, Road Committee Chairman reported the issues were resolved.
2. During the 2018 Annual SPVPOA Annual Membership Meeting, a Member inquired about Improving the Common Area (the boat ramp). John Masarick, Chairman explained that each year the SPVPOA Board of Directors sets priorities of projects and the amount of funding to be used for each project based on the Associations budget. The Association's resources for the boat ramp were limited in FY 2019. The boat ramp is listed as one of the areas needing attention in FY 2020.

New Business:

(1.) Election of Officers

John Masarick, Chairman asked for a report from the Nominating Committee composed of Chris Fischer and Ed Dennis. The Committee was asked to recommend a candidate to fill the seat of Chairman for FY 2020 – 2022. Chris Fischer reported that they have recommended John Masarick to fill the seat for Chairman.

John Masarick, Chairman asked Tom Masarick, Secretary to conduct the Election of Officer for 2020. Tom Masarick explained the rules (according to Robert's Rules of Order).

The floor was opened to nominations for Chairman:

- a. John Masarick nominated by the Nominating Committee.
- b. William Moore nominated Lewis Wills via his Proxy vote.
- c. Lewis Wills declined the nomination.

Therefore, the nomination of John Masarick for Chairman was uncontested and accordingly Tom Masarick, Secretary cast the unanimous written ballot for election of John Masarick as Chairman.

2.) Other New Business

- (a.) River Sign was put back up (by Chris Fischer); someone had knocked it down and it was not reported.
- b.) Across from Doc Adams – You will notice a slight ditch to run across the road to allow drainage.

3.) Vacation Rentals:

Property Owner Gary Browning (River Lot #89) has been renting out his property to a large number for folks via the internet. According to an email from Gary Browning to Chris Fischer he has rented his lot out 7 times in 24 days. He is looking for someone to rent long term via Craig's List.

4. Complaints from Neighbors:

- a. Shooting off fire crackers
- b. Shooting off fire arms
- c. Taking neighbors cut wood for fires
- d. Being loud and unruly

Motion #1 Made by Shane Rogers that SPVPOA Association prohibits short-term renters; whereas short-term is defined as 1 month or less. This motion was 2nd by Deb Deen. The motion passed by unanimous voice vote.

BOD plans to contact an Attorney to see what changes are required to our By-Laws or Covenants.

5.) Spot Lighting:

Charlie and Sandy Bean reported that recently someone was spotlighting deer and shinning the light on their house and property. John Masarick, Chairman advised to call the Game Warden and report the incident, if this action continues.

Adjournment

Motion #2 to adjourn our meeting was made by Tom Masarick, Secretary and seconded Sandy Bean, the annual meeting was adjourned at 1:52 PM.

Tom Masarick, Secretary and Webmaster

Attachments:

SPVPOA INC, BUDGED PROPOSAL FOR 2019

this will include a 2 % living increase
41 MEMBERS 99 LOT'S
LOT #1 \$ 121.00 + \$ 25.00 EACH ADJOINING LOT

Th
10-12-2019
Source: Chris Fischer

ESTIMATED REVENUES:		ACTUAL REVENUES
MEMBERS DUES	\$ 6421.00	\$ 7,261.00
POTOMAC LANDING	\$ 892.00	\$ 892.00
BANK INTEREST	\$ 5.00	\$ 8.30
SPECIAL DUES	\$?	\$ 325.00
TOTAL	\$ 7,318.00	\$ 8,486.30
	+ LAST YEAR BALANCE	\$ 3,275.46
	TOTAL DEPOSITS	\$11,761.76

ESTIMATED EXPENSES:		ACTUAL EXPENSES:
ROAD WORK	\$ 5,000.00	\$ 1,985.00
, gravel/ shale		\$ 3,116.61
SNOW REMOVAL	\$ 400.00	\$ 1,555.00
ADMINISTRATION	\$ 1,200.00	\$ 1,441.90
Includes insurance . Po box licence/ rent hall / 2 years + website for 3 yers 3 years church donation /office suplies		
TOTAL EXPENSES:	\$ 6,750.00	\$ 8,098.51

BALANCE IN BANK AS OF 9/30/2019 \$3663.25

SURPLUS THIS YEAR \$387.79

THANK YOU /CHRIS FISCHER TREASURER

**SPVPOA INC, TREASURERS REPORT FROM 10/ 1/ TO 9/ 30/2019
INCOME & EXPENSES**

INCOME:

BANK BALANCE FROM 9/30 2018	\$ 3,275.46	LAST YEAR
MEMBERS DUES FOR 2019	\$ 6,583.00	
SPECIAL DUES	\$ 325.00	
POTOMAC LANDING	\$ 892.00	
BACK DUES & COURT COST	\$ 678.00	
BANK INTERST	\$ 8.30	
TOTAL DEPOSITS FOR 2019	\$8,486.30	
+ BALANCE FROM 2018	\$3,275.46	
TOTAL	\$ 11,761.76	

EXPENSES :

ROAD WORK / LEWIS	\$ 1985.00
4 TRUCKS SHALE	\$ 870.00
4 TRUCKS GRAVEL	\$2,246.61
SNOW REMOVAL / CLYDE	\$ 900.00
SNOW & ICE REMOVAL / LEWIS	\$ 655.00
INSURANCE	\$ 640.75
RENT FIRE HALL 2 YEARS	\$ 250.00
CHURCH DONATION	\$ 100.00
WEB SIDE FOR 3 YEARS	\$ 342.15
WV ANNUAL REPORT	\$ 25.00
P O BOX / STAMPS	\$ 84.00
TOTAL EXPENSES	\$ 8,098.51

TOTAL REVENUE	\$ 11,761.76
LESS EXPENSE	\$ 8,098.51
BALANCE IN BANK 9/30/2019	\$ 3,663.25

SPVPOA, INC. BUDGED PROPOSAL FOR 2020
41 MEMBERS 99 LOT'S
DUES ARE LOT # 1 \$ 121.00 + \$ 25.00 FOR EACH ADJOINING LOT

ESTIMATED REVENUES ;	ACTUAL REVENUES ;
MEMBERS DUES \$ 6411.00	
POTOMAC LANDING \$ 892.00	
BANK INTEREST \$ 7.00	
SPECIAL DUES \$ 250.00 ?	
TOTAL \$ 7,560.00	

ESTIMATED EXPENSES:	ACTUAL EXPENSES :
ROAD WORK	
including / gravel & scale \$5,000.00 <i>tm</i>	
SNOW REMOVAL \$ 700.00	
ADMINISTRATION: \$ 1,200.00	
Including	
po box/license/ insurance	
office suplies	
TOTAL EXPENSES \$ 6,900.00	

the special dues are \$ 25.00 and are voluntary donations
this will help pay atministration fees

THANK YOU
CHRIS FISCHER / TREASURER

m

10-12-2019

SPVPOA INC, BUDGED PROPOSAL FOR 2019
 This will include a 2% living increase
 41 MEMBERS 99 LOTS
 LOT #1 \$ 121.00 + \$ 25.00 EACH ADJOINING LOT

Date: 10/7/19

To: South Potomac Valley Property Owner's Association (SPVPOA)

I have reviewed the SPVPOA Treasurer's books for the period of October 2018 – September 2019. All transactions have been verified and appropriate supporting documentation was attached. The balance for deposits and withdrawals are verified as accurate.

Sincerely,

Patrice DeBoer

Patrice DeBoer Hogeland

ESTIMATED REVENUES		TOTAL REVENUES
MEMBERS	\$ 7,318.00	\$ 8,486.30
POTENTIAL		
BANK		
SPECIAL		
TOTAL		\$ 325.00
		\$ 7,318.00
		\$ 8,486.30
		\$ 3,275.46
		\$ 11,761.76

ESTIMATED EXPENSES:		ACTUAL EXPENSES:	
ROAD WORK	\$ 5,000.00		\$ 1,985.00
gravel/ shale			\$ 3,116.61
SNOW REMOVAL	\$ 400.00		\$ 1,553.00
ADMINISTRATION	\$ 1,200.00		\$ 1,441.90
includes insurance . Po box			
license/ rent hall / 2 years			
+ website for 3 yrs 3 years			
church donation /office supplies			
TOTAL EXPENSES:	\$ 6,750.00		\$ 8,098.51
BALANCE IN BANK AS OF 9/30/2019			\$ 3663.25
SURPLUS THIS YEAR			\$ 387.79

THANK YOU CHRIS FISCHER TREASURER