



SPVPOA – Board of Directors Meeting Minutes

October 08, 2022

In Attendance:

Chairman: John Masarick

Treasurer: Karen Rogers

Vice Chairman: Richard Dadds

Member at large: Gary Witt

Secretary/Webmaster: Tom Masarick Road Committee Chairman Lewis Wills

Guests: Chris Fischer

Morgan Hogeland

Opening: The BOD's Meeting was called to order by Chariman, John Masarick at 11:00 pm at Level's Fire Station. Chairman John Masarick thanked everyone for attending and stated that we have a lot to cover before the Annual Meeting; scheduled for 1:00 pm.

Secretary's Report:

The Minutes from BOD, September 3, 2022 was emailed to the BODs and distributed at the meeting.

Motion #1: Made by Treasurer, Karen Rogers and 2nd by Vice Chariman, Richard Dadds to approve the BOD Meeting Minutes from September 3rd, 2022. motion passed unanimously by voice vote.

Our website (www.spvpoa.com) has been up 100% with no issues.

Treasures' Report:

Treasurer, Karen Rogers presented the following Treasures report:

- Attached Income and Expense Statement for 2022,
 - We have \$11,014 in the bank,
- Attached is the proposed budget for 2023

Motion #2 A motion was made by Treasurer Karen Rogers and 2nd by Vice Chairman, Richard Dadds the BOD requests dues to be mailed to all members by the December 31st and that members pay by February 1st. After that date a 10% additional penalty will be added. The Board will make a determination if a lean will be in June on all properties in arears.

Motion passed by unanimous voice vote.

- Currently we do not know the CPI, it is expected to be around 10%; BOD to set CPI adjustment after it is announced later this month.
 - Last year our adjustment was only 3%. The BOD decides increase after it is known if the increase is needed.

Road Chairman's Report:

Road Committee Chairman, Lewis Wills reported he has:

- Grated and pulled gravel out of the ditches,
- Filled pot holes with the gravel;
- Cut back some of the brush
- Lewis reported that he has been sick since March and that has had major impact on his ability to do road work.
- Ordered 4 truck loads of gravel for our roads as indicated in our last BOD Meeting.

Gravel is now approximately \$730 per load; and however Lewis has negotiated a price of about \$600.00 per truck load. Treasurer Karen Rogers has an invoice for 4 truck loads for approximately \$2,285

Old Business:

There is no old business for the BOD to address today.

New Business:

1. Chairman John Masarick requested that we keep the Committee of John Masarick, Chris Fischer and Tom Masarick together to investigate and mitigate issues that has come before the BOD.
2. Chairman of the Nominating Committee noted that we have only one candidate for Chairman and that the Nominating Committee is recommending Morgan Hogeland.
3. The next Chairman will set the dates for next year's BOD meetings.
4. Chairman John Masarick recommend that next year BOD take action on the following:

**Suggested Things to Do in FY 2022-2023 for the SPVPOA BOD
October 8, 2022**

From Immediate Past Chairman, John Masarick

1. Change the Dates for the Fraternal Year From Oct 1 – Sept 30. To.....
2. The Board should create rules for the common area on Lot 97 and send them out to the members.
3. The Board should maintain the common area this should include cutting the grass.
4. Continue to investigate any West Virginia laws giving tax exempt status to Common areas.
5. Maintain the Emergency fund for the Roads.
6. Create another fund to for improvement of the common area on Lot 97.
7. Schedule a meeting with Jeff, the owner of lot 97 to discuss the easement.
8. All Board members should have a copy and read the Protective Covenants, By-Laws, Amendments and the Articles of Incorporation.
9. The Protective Covenants contains a rule for 4 wheal vehicles, they must have a muffler. This conflicts with a sign at the entrance of SPVPOA.

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Motion #3 to Adjourn: A motion was made by Secretary, Tom Masarick and 2nd by Vice Chairman, Richard Dadds at 11:53 am to adjourn. Motion passed unanimously by voice vote.

Tom Masarick, Secretary/Webmaster

Attachment #1 Treasurer's Report:

South Potomac Valley Property Owners Association (SPVPOA Inc) PO Box 85 Points WV 25437						
Operating and Reserve Budget						
Year 2022 (October - September)						
ESTIMATED				ACTUAL		NOTES
Assessments (49 Members/99 Lots/Lot # 1 \$127 + \$25 for each Adjoining Lot) (Note: includes Board Approved 3%increase for 2022)				\$6,555.00	\$6,647.00	Includes Cash Payments
Donations					\$267.00	Received as of 10/1/22
Potomac Landing (includes 3%increase)				\$946.00	\$946.00	Received as of 10/1/22
Bank Interest				\$5.00	\$5.63	Paid 2/17/22
TOTAL REVENUES				\$7,506.00	\$7,865.63	As of 8/31/22 Statement
ESTIMATED				ACTUAL	BALANCE	
Roadwork/Maintenance				\$5,500.00	\$1,900.00	\$3,600.00
Road Maintenance - 8/11/22 thru 9/30/22					\$1,800.00	Invoice Rcvd 9/30/22-Check to Lewis Wills Pending Ck 660
\$100 Cash to pay gravel delivery drivers					0	
					\$100.00	Cash (Receipts Rcvd)
Snow				\$600.00	\$600.00	\$0.00
Lewis Wills - Snow Plow	1/7/2022	Ck 661		\$150.00		POSTED/ Check sent to Rip 1/19/22
Lewis Wills - Snow Plow	1/15/2022	Ck 661		\$50.00		POSTED/ Check sent to Rip 1/19/22
Lewis Wills - Snow Plow	1/17/2022	Ck 661		\$300.00		POSTED/ Check sent to Rip 1/19/22
Dakota McLaughlin - Snow Plow	1/7/2022	Ck 662		\$50.00		POSTED/ Check sent to Rip 1/19/22
Dakota McLaughlin - Snow Plow	1/17/2022	Ck 662		\$50.00		POSTED/ Check sent to Rip 1/19/22
Administration				\$1,400.00	\$1,354.70	\$0.00
Insurance - Nationwide	Paid	7/16/22-7/16/23		\$423.32		
Surety Bond (Theft Protection)- Nationwide	Paid	4/23/22-4/22/23		\$138.00		POSTED/ Sent check in mail 4/20/22
PO Box 85	Paid			\$62.00		POSTED/ Sent check in mail 2/12/22
License	Paid	Due By July 1		\$25.00		Filed on 6/22/22 - Paid w/ KR credit card -
Web Site (3 yrs)	Paid	Hosting		\$381.15		POSTED/ Check sent to John 1/26/22
	Paid	Domain		\$57.51		POSTED/ Check sent to John 1/26/22
Office Supplies						
		Purchased				Paid w/ KR credit card - Pending reimbursement. Ck663
	Window	1/16/22 Receipt				
	Envelopes	789		\$38.14		
		Purchased				Paid w/ KR credit card - Pending reimbursement. Ck663
		1/19/22 Receipt				
	Stamps	626		\$36.10		
	Small Envelopes,	Purchased				Paid w/ KR credit card - Pending reimbursement. Ck663
	Pocket Folder &	1/19/22 Receipt				
	Labels	649		\$24.48		
	PO Box Late Fee	Receipt 3/9/22		\$25.00		Paid w/ KR credit card - Pending reimbursement. Ck663
		Purchased				Paid w/ KR credit card - Pending reimbursement. Ck663
		7/26/22 Receipt				
	Stamps	965 & 966		\$24.00		
Rent Fire Hall	Pending	Ck 658		\$120.00		Pending - Check 658 to be provided at meeting
TOTAL EXPENSES				\$7,500.00	\$1,354.70	\$3,600.00
RESERVES				Assets	Pending	Total Reserves
				Bank Balance	\$11,014.24	\$11,014.24
				Pending	\$427.00	\$427.00
				Cash	\$110.00	\$110.00
				Projected Expenses		-\$3,600.00
					\$3,600.00	\$7,951.24

Treasurer's Attachment #2

South Potomac Valley Property Owners Association (SPVPOAP)				
PO Box 85 Points WV 25437				
Operating and Reserve Budget Proposal				
Year 2023 (October-September)				
ESTIMATED REVENUES				
	Assessments (40 Members/99 Lots/Lot #1 \$127 + \$25 for each Adjoining Lot) (Note: includes Board to approve increase for 2022)			\$ 6,555.00
	Potomac Landing (includes 3% increase)			\$946.00
	Bank Interest			\$5.00
	TOTAL REVENUES			\$ 7,506.00
ESTIMATED EXPENSES				
	Roadwork/Maintenance			\$5,500.00
	Snow Removal			\$600.00
	Administration			\$1,072.00
	Insurance - Nationwide	7/16/23-7/16/24	\$425.00	
	Surety Bond (The Protection)- Nationwide	4/23/23-4/22/24	\$140.00	
	PO Box 85		\$62.00	
	License	Due By July 1, 2023	\$25.00	
	Web Site (3 Yrs. Paid - 2022-2024)	Hosting	\$0.00	
		Domain	\$0.00	
	Office Supplies		\$200.00	
	Rent Fire Hall		\$120.00	
	Legal Counsel		\$100.00	
	TOTAL EXPENSES			\$7,172.00
ESTIMATED RESERVES				
	Approximate reserves in bank after pending 2022 expenses paid			\$5,466.22
	Unallocated revenue from 2023 projected budget			\$334.00
	PROJECTED RESERVE			\$5,800.22

Chairman, John Masarick attachment #3



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