

SPVPOA – Board of Directors

April 22nd, 2017 v1



The BOD's Meeting was called to order by Chairman John Masarick at 1:00 pm.
Locations: Chris Fischer's home in Levels, WVA.

In attendance were:

- Chairman: John Masarick
- Secretary: Tom Masarick
- Treasurer: Chris Fischer
- Lewis Wills, Road Committee Chairman

- Guest: Ed Dennis

Absence were:

- Vice Chairman: Charlene Pietra
- Member at large: Richard Dadds

Opening:

John Masarick, Chairman thanked the BOD for efforts from the February 25th meeting and their continued efforts to manage the affairs of the Association.

1. Secretary's Report:

Tom Masarick, Secretary read the BOD Minutes from our February 25th, 2017 BOD Meeting. A motion was made by Chris Fischer to approve the minutes, seconded by Tom Masarick. The minutes were unanimously approved by the board members and have been posted in the Website.

The Secretary also reported on our Website the following:

- Our Website www.spvpoa.com has been up 100% all year with no incidents.
- We continue to add content and make improvements:
 - Update Membership list with most current version from Treasurer.
 - Update BOD page phone numbers and email for Chairman.
 - Update Meeting Schedule for next BOD Meeting to be at Tom's Cabin.
 - Update Photo Gallery.
 - Add New Amendment to Covenants section of Website.

2. Treasures' Report:

- a. Chris Fischer, Treasurer presented a Revenue and Expense statement which reflects a balance in the bank on 4/22/2017 of **\$11,532.82**. Expenses for road work **\$2670.00** and Expenses for Administration was **\$818.48**, leaving a Balance of **\$8,044.34**.

(see copy of Financial Report 4-22-2017 below)

SPVPOA INC, TREASURERS REPORT FROM 10/01/2016 TO 4/22/2017

*Tim
4-22-2017
Source: Chris Fischer*

REVENUES :

BALANCE IN BANK FROM LAST YEAR	-----	\$ 5467.38
DUES RECEIVED FOR 2017	-----	\$ 4705.26
POTOMAC LANDING	-----	\$ 858.00
DONATION / SCHILLERS	-----	\$ 500.00
BANK INTEREST	-----	\$ 2.18
TOTAL REVENUE RECEIVED IN 2017	-----	\$ 6065.44
+ LAST YEAR BALANCE	-----	\$ 5467.38
TOTAL	-----	\$ 11,532.82

EXPENSES FOR ROAD WORK :

MR. SHINGLETON GRADING BIG BUCK RD	\$ 1150.00
LEWIS FIX POT HOLES / GRADING	\$ 1170.00
SNOW REMOVAL	\$ 350.00
TOTAL	\$ 2670.00

ADMINISTRATION :

RENT FIRE HALL	\$ 125.00
PO BOX	\$ 48.00
STAMPS	\$ 37.60
HOSPICE DONATION FOR MRS DENNIS	\$ 100.00
ATTORNEY FOR AMENDMENT	\$ 250.00
FILE AMENDMENT IN COURT	\$ 11.00
SECRETARY / WEBSITE MALWARE	\$ 83.88
ANNUAL WV LICENSE	\$ 25.00
BOND INSURANCE	\$ 138.00
TOTAL	\$ 818.48

TOTAL REVENUES IN 2017	\$11,532.82
TOTAL EXPENSES IN 2017	\$ 3,488.48
BALANCE IN BANKS OF 4/22/2017	\$ 8044.34

3 members making payments
5 members are not responding
I will send final notice April 31 .
if no response in 30 days we will charge interest and late fees starting in june

estimated dues still missing \$ 800.00
thank you chris fischer / treasurer

3. Road Chairman Report:

A. Work completed this year:

Road's Chairman Lewis Wills reported YTD we have spent

- \$1170 on packing pot holes and grading.
- And, we also spent \$1150 grading the top of Big Buck Rd.
 - Note: The Schillers have donated \$500 to our efforts.

B. Our Current plan is to work on the items reported in the February 25th minutes. See below:

a. Our current efforts are focused on the following:

- i. Fix the pot holes and drainage spots on **Potomac OverLook Dr.**
- ii. Fix the pot holes and drainage on **Potomac OverLook Ct.**
- iii. Work on lower portion of **Big Buck Rd.** where cars and trucks have caused ruts and thus make your car bounce (one truck load of 3/8 crusher run).
- iv. Patch **South Branch Rd (estimate \$1250).**

b. We did some work on ditches to keep the rain off the road and into the ditches.

C. 3 – Year Plan

- a. It is very difficult to create a 3 year plan with roads in their current condition; we are actually rebuilding the roads in many areas due to the drainage.
 - i. John requested that we create a plan this year with budget of what areas he plans to address; including the drainage and rebuilding of the roads.

Action Item #1: The Chairman requested a 3 year plan with budget estimates on Road Maintenance with BOD approval. He assigned Tom Masarick, Secretary, Chris Fischer, Treasures and John Masarick Chairman to draft the plan.

4. Old Business:

A. Action Item from Annual Meeting:

There was only one action item from the Annual Meeting and that was for Secretary, Tom Masarick, Secretary to meet with West Virginia State Roads to investigate the plausibility and constraints for obtain State maintenance on our roads.

Status: Tom is starting his investigation, however nothing to report at this time.

B. New Amendment to Covenants:

Tom Masarick, Secretary will draft a letter to be sent to our Members with a copy of the Amendment posted in our website; final approval by the BOD before mailing or emailing.

Status: Tom reported that he will draft the document and send it to the BOD this weekend for review and approval.

C. Frontier Communications Service:

The Chairman formed a committee of Charlene Pietra, Vice Chairman and Tom Masarick, Secretary to draft a follow-up letter to Frontier Communications acknowledging internet improvement and requesting notification of what actions have been taken to improve phone service availability. Also, at the minimum we need to know what actions will be taken to mitigate extended outages; once they occur.

Status Closed: Charlene and Team have drafted the letter and it has been sent to Frontier.

The meeting was adjourned by unanimous consent at 1:40pm. The motion was made by Tom Masarick and seconded by Chris Fischer.

Tom Masarick,

Secretary and Webmaster