

# SPVPOA

## Board of Directors Meeting Minutes

April 9, 2022



### **In Attendance:**

- Chairman: John Masarick
- Vice Chairman Richard Dadds
- Treasurer Karen Rogers
- Secretary/Webmaster Tom Masarick

### **Via Zoom**

- Attended by member at large Gary Witt – Zoom provided by Chairman, John Masarick

### **Absent:**

- Road Committee Chairman Lewis Wills

### **Opening:**

The BOD's Meeting was called to order by Chairman, John Masarick at 12:58 pm at Karen Roger's cabin and Zoom was provided to one member. President John noted that we have a quorum, and he began the meeting. The President welcomed members and thanked everyone for attending and taking time out of their busy schedule.

### **1. Secretary's Report:**

The BOD Minutes from the February 12, 2022 meeting was distributed via email and also at the meeting. The minutes have not been posted Website. Some minor changes were made by President John and Treasurer Karen; Version 2 was updated, and a motion was made to accept.

**Motion: #1** Made by Richard Dadds, Vice Chairman and 2<sup>nd</sup> by Karen Rogers, Treasurer to approve the BOD minutes from February, 12, 2022 Motion was passed by unanimous voice vote.

Tom Masarick, Secretary/Webmaster reported that there were no issues with the Website and that it has been up 100%. It should be noted that all members address, and email addresses are available on the SPVPOA website; but this data is password protected. Also, it should be noted that the Web hosting was renewed for 3 years in January.

## 2.. Treasures' Report:

- Treasurer Karen Rogers had previously emailed her 2022 budget to the BOD (see attachment #1).
  - She noted the following:
    - Revenue to-date is **\$5,776.27**,
      - We currently have 9 unpaid members,
    - Expenses to-date at **\$1,814.95** (snow removal and Admin expenses are the major expenses).
    - We have a revenue balance of **\$5,185.05**.
    - Administrative expenditures are budgeted at \$1300, however we have spent \$1,214.95. we could still use another \$100; we have some mailings coming up.

**Motion #2:** Remove the \$500 from the motion made in the February 12, 2022 meeting to snow removal and move \$100 to Administration. Motion made by Karen Rogers, Treasurer and 2<sup>nd</sup> by Richard Dadds Vice Chairman. Motion was passed by unanimous voice vote.

- **Nationwide Insurance:**
  - We received an invoice for \$138.00; that amount does not look right and thus Karen is continuing her investigation before paying.
- **Taxes:**
  - Taxes were completed and submitted on time.

## 3. Road Status:

Our Road Committee Chairman Lewis Wills was absent.

- His priorities continue be to drag gravel out of ditches, and
- Cut back brush along the Association's roads.
- President John requests those that can cut back the brush on their property along the road. This will help the road committee and reduce road maintenance expenditures. Many members are already doing this.

It should be noted that **Allegheny Power** has disbursed a crew in our Association to cut back trees and brush that maybe problematic in bad weather. Their work has been completed. The timber was cut and in many instances the cut wood in thrown into the members property.

- Secretary, Tom noted that water is running down Big Buck Road and not into the ditches. It is still minor, but steps now may save expenses later.
- President John requested Richard Dadds to get with Lewis and identify a list of work to be completed this year.

**Old Business:**

**None:**

**New Business:**

Karen Rogers requested Board's permission to fix up Picnic Area at our Common Area along the river. President John requested Karen and Shane to submit a plan with budget that can be reviewed by the BOD and paid for out of Association funds.

**SPVPOA BOD Meeting Schedule 2021 -2022 presented by President John Masarick**

<b>Day and Date</b>	<b>Location</b>	<b>Meeting Type</b>
1 p.m. Sunday, Nov 13, 2021	John's Cabin	Board of Directors
12:00 p.m. Saturday, Feb 12, 2022	Chris Home	Board of Directors
1 p.m. Saturday, Apr 9, 2022	Karen Rogers	Board of Directors
1 p.m. Saturday, Aug 20, 2022	Tom's Cabin	Board of Directors
11 a.m. Saturday, Oct. 8, 2022	Fire Hall	Board of Directors
1 p.m. Saturday, Oct. 8, 2022	Fire Hall	Annual Meeting

A motion was made by Richard Dadds and 2<sup>nd</sup> by Gary Witt to Adjourn the meeting at 1:31 pm Meeting was adjourned by unanimous voice vote. The next BOD meeting is scheduled for Saturday, August 20<sup>th</sup> at Tom's cabin; our major focus will be to prepare for the Annual Meeting.

*Tom Masarick*, Secretary and Webmaster

Attachment:

**South Potomac Valley Property Owners Association (SPVPOA Inc)**

**PO Box 85 Points WV 25437**

**Operating and Reserve Budget**

**Calendar Year 2022**

ESTIMATED REVENUES				ACTUAL REVENUES	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	\$4,830.00	Received as of 4/4/22
Potomac Landing (includes 3% increase)			\$946.00	\$946.00	Paid 2/17/22
Bank Interest			\$5.00	\$0.27	As of 12/31/21
Donations				\$73.00	
<b>TOTAL REVENUES</b>			<b>\$7,506.00</b>	<b>\$5,776.27</b>	
ESTIMATED EXPENSES				ACTUAL EXPENSES	BALANCE REMAINING
Roadwork/Maintenance			\$5,000.00	\$0.00	\$5,000.00
Snow Removal			\$700.00	\$600.00	\$100.00
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 - Sno	1/7/2022	Ck 662		\$50.00	POSTED/Check sent to Rip 1/19/22
Dakota McLaughlin - Sno	1/17/2022	Ck 662		\$50.00	POSTED/Check sent to Rip 1/19/22
Administration			\$1,300.00	\$1,214.95	\$85.05
Insurance	Pending	7/16/22-7/16/23		\$470.57	
PO Box 85	Pending	Due Now		\$62.00	\$0.00 POSTED/Sent check in mail 2/12/22
License	Pending	Due By July 1		\$25.00	
Web Site (3 yrs)	Hosting			\$381.15	\$0.00 POSTED/Check sent to John 1/26/22
	Domain			\$57.51	\$0.00 POSTED/Check sent to John 1/26/22
Rent Fire Hall	Pending			\$120.00	
Office Supplies					
	Stamps			\$36.10	Pending Payment (Rogers)
	Window Envelopes			\$38.14	Pending Payment (Rogers)
	Small Envelopes & Labels			\$24.48	Pending Payment (Rogers)
	PO Box Late Fee			\$25.00	Pending Payment (Rogers)
<b>TOTAL EXPENSES</b>			<b>\$7,000.00</b>	<b>\$1,814.95</b>	<b>\$5,185.05</b>