



SPVPOA – Board of Directors Meeting Minutes October 7, 2023

In attendance at the Levels Fire Station:

Chairman: Morgan Hogeland

Vice Chairman: Richard Dadds

Treasurer: Karen Rogers

Secretary: Patrice Hogeland (Tom Masarick)

Member at Large: Gary Witt

Opening: The Board of Directors meeting was called to order by Chairman, Morgan Hogeland at 11:17 AM. Morgan thanked everyone for attending.

Secretary's Report:

Patrice Hogeland filled in for Secretary Tom Masarick who was unable to attend today's meeting. Tom provided Patrice with necessary documents and copies for the Board meeting and the Annual meeting to be held this afternoon. Patrice asked the Board to review the minutes from the previous BOD meeting that was held on April 15, 2023.

Motion #1 was made by Morgan Hogeland to approve the BOD Meeting minutes as presented and 2nd by Treasurer Karen Rogers. Motion passed by unanimous voice vote.

The website (www.spvpoa.com) has been up and running 100% with no issues.

Treasurer's Report:

Treasurer, Karen Rogers reported the following:

Dues, Fees and other revenue:

- Karen sent four letters by certified mail to homeowners who had not paid their dues on time.
- Karen reported that 100% of SPVPOA dues have been paid. This includes cost of mailing letters and late fees.
- The SPVPOA has received a \$100.00 donation to help offset individuals who were late in paying their dues and could not pay the late fees. Since all payments have been collected, Karen recommended that this gift be recorded as a donation on the budget. The Board agreed that it should be recorded as a donation in the estimated revenues.
- Potomac Landing has paid the annual road fee of \$946.00.

Snow Removal Budget:

- We spent \$230.00 on snow removal this season leaving a \$370.00 balance. The Board voted at the April 15, 2023 meeting to keep all \$600.00 in the snow budget for this year.

Roads Budget:

- All invoices have been paid for the three loads of gravel, delivery and spreading of the gravel. We spent \$5,130.98 of the \$5,500.00 road budget which leaves a remaining balance of \$369.02.

Administration Budget:

- We spent \$879.32 of the \$1400.00 administration budget leaving a balance of \$520.68. The website payment is up to date and runs for three years. This will not be due again until next year. This cost contributed to the balance remaining.

Motion #2 was made by Karen Rogers to use the remaining money from the 2023 Administration budget (approximately \$500.00) and Road budget (approximately \$379.00) to complete additional roadwork. We would add an additional \$900.00 to the road budget to have gravel work completed per Lewis Will's timeline and as soon he feels this work can be best accomplished. The gravel should be concentrated on Potomac Overlook Drive from Potomac Court to 1000 Potomac Overlook Drive. Patrice 2nd the motion. The motion passed by unanimous voice vote.

The BOD discussed raising the dues this year to keep in line with this year's COLA. This percentage will be released by the Government on October 12, 2023. (This has been confirmed as 3.2% as of the writing.) The increase will raise dues from \$127.00 to \$131.00 and will only apply to a homeowner's initial lot. Adjoining lots will remain at \$25.00. The 3.2% COLA will also apply to the Potomac Landing road dues. This will increase their payment from \$946.00 to \$976.00.

Motion #3 was made by Karen Rogers to increase dues by 3.2% (in accordance with the 2024 COLA). Rip 2nd the motion. The motion passed by unanimous voice vote.

Karen reported that we have a balance of \$7,649.37 and we have always kept \$2,000.00 in reserves for any emergencies. Since we have actually been carrying over in excess of \$5,000.00 each year, the BOD had a discussion regarding opening an interest earning account for some of the balance or a CD.

Motion #4 was made by Richard Dadds to put \$5,000.00 in a high yield savings account. Motion was 2nd by Gary Witt. The motion passed by unanimous voice vote.

New Business:

- The BOD discussed the abuse of the roads in the community by some homeowners or their guests. We discussed remedies for this and determined that we would discuss at the general meeting this afternoon and ask others for recommendations or suggestions to help with this.
- The BOD will put forward at the general meeting the two positions that are up for election. These include Vice Chairman, Richard Dadds and Chairman at Large, Gary Witt.
- Chairman, Morgan Hogeland wanted to thank Lewis Wills for his dedication and good work on our community roads.

Motion #5 was made by Morgan Hogeland to adjourn the BOD meeting at 12:15 PM. The motion was 2nd by Richard Dadds. The motion passed by unanimous voice vote.

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