

SPVPOA
Minutes of May 23, 1987 Board meeting

The May 23, 1987 meeting of the Board of Directors convened at 10:30 am at the home of John Miller in South Potomac Valley.

Chairman Dick Gorham submitted his resignation at the beginning of the meeting (due to time constraints). The Board requested the Vice Chairman, Tom Masarick, to fill-in as Chairman for the remainder of Mr. Gorham's term which will expire in Oct 87. Mr. Gorham will continue to serve on the board.

1. Secretary's Report -- The minutes of the October 4, 1986 Board meeting were read and approved.
2. Treasurer's Report -- Treasurer Ralph Hofer reported the fund balance as of May 20 is \$7,139.98 which includes \$500 collected from 1986 dues. Liens have been filed against those properties in arrears at a cost of \$215.
3. Liability Insurance -- Mr. Hofer had checked into liability insurance as requested. He discussed his findings and the Board approved the purchase of insurance for \$200,000 coverage not to exceed an annual cost of \$300. The insurance will protect the Association for damage to property, anyone injured on property, including the common areas. **ACTION: Hofer will obtain liability insurance. (7/15/87)**
4. Audit Report -- As approved at the last Board meeting, Robert Koslow (a property owner) conducted an audit and submitted a report for the record stating that the "financial records of the Association are being properly maintained and the Statement of Revenues and Expenditures is an accurate presentation of the transactions of the Association as authorized by the Board."
5. By-laws -- The By-laws were mailed to each member with a self-addressed, stamped envelope to return the ballot. The breakdown of the 99 lots were as follows: 39 yes, 5 no, 2 abstain.
ACTION: The Chairman will review the comments on the ballots and report to the Board his recommendations (if any). (Masarick 7/15/87)
6. Roads -- Bruce Dunn, Chairman of the Roads Committee, was not present. Bill Palmer said that specs must be written before anything can be done and a contractor must be hired.
ACTION: Bill Palmer agreed to work on the roads committee and write the specs. (6/30/87)
ACTION: Bill Palmer agreed to hire a contractor as soon as possible. The contract will not exceed the \$4500 budgeted for repair of roads. (7/15/87) The following areas need to be addressed in the contract:
 - S. Potomac Valley Rd. ditch across from John Miller's
 - River Rd. needs a new culvert (crushed by new development)
 - Big Buck Rd. needs to be graded.

Comment: Tom Masarick stated that a five year plan is needed to budget and plan the repair of all Association roads. **ACTION: Masarick will follow-up with Dunn and Palmer (7/15/87).**

ACTION: Asbury will check with Mike Hayward project on the repair of the culvert. (7/15/87) Masarick stated that the county road needs repair.

ACTION: John Miller will provide Masarick with the appropriate phone number to contact state officials.

7. Utilities -- Bob Evans, Chairman of the Utilities Committee, was not present. Robert Koslow said the telephone lines are to be strung in and by the end of June telephone service should be in. The electrical lines will be put in as soon as approval from Hagerstown is received. Angela Asbury stated that, per the electric company, you do not need a pole to have electricity for approximately \$12.00 per mo.

8. Security -- Robert Koslow resigned as Chairman of the Security Committee. Roger Asbury was nominated and accepted. The Board approved the following action items for Mr. Asbury: **ACTION: \$300 to purchase and install an aluminum gate at the main entrance and NO TRESPASSING signs to be obtained and posted at the entrance and the river access. NO TRESPASSING signs are to be posted every 50 feet (by law) before hunting season.**

9. Oil/Gas Lease -- Tom Masarick reported that Attorney Bean stated that notice was given by the attorney and effectively 99% of the oil/gas leases have expired (this was a ten year lease). **ACTION: The board approved \$75.00 to review county records to ensure that leases have expired for SPVPOA. (Masarick 7/15/87)**

10. Neighboring Associations -- Jim Curtis reported that he has been unable to contact the neighboring association. It appears they are inactive and that everything is in Attorney Roy Seville's hands. It was agreed that under those circumstances, there would be no advantage in establishing a joint venture on the shared common road. **ACTION: Curtis will establish a point of contact (7/15/87)**

11. Incorporation -- The board allocated \$1,000 for attorney fees. **ACTION: Masarick will initiate incorporation procedures. (Masarick 7/15/87)**

12. Property questions --

a. fees in arrears/liens -- Hofer reports that there is \$1,000 outstanding for 1987 and \$700 for 1986. Liens have been filed. Some property changed hands before liens were filed.

b. Collection of Fees on Sale of Property

After much discussion it was agreed that the dues in arrears for 1986 would be paid by the new purchasers. If the new owner has adjacent property the dues would be waived for the year of purchase. (Per the covenants, adjacent property pays only one association fee.) Randy and Judy Brown purchased lots 7 & 8 before the liens were filed. It was agreed that since the property was not owned by the person against whom the liens were filed the liens would be removed and the dues would be waived based on the adjacent property rule.

c. Identification of New Owners/Property for Sale

There has been some difficulty in the past identifying property for sale and new owners of property that has been sold. The board approved the following action items:

ACTION:

(1) **Angela Asbury** volunteered to subscribe to the "Hampshire Review" re property for sale. She will inform the board of other matters of SPVPOA interest. The Association will pay for the subscription. (2) She will contact the Office of the County Clerk to establish a means for identifying property sales. (3) She will contact the Secretary with any information and the secretary will inform all members via mail.

13. Terms of office of Board Members

Carpenter and Gorham (Masarick completing Gorham's 2 year term) term expires Oct 87.
Hofer, Miller and Mischou (completing Jodie Alcorn's term) term will expire in 1988
Curtis and Masarick (3 year term) term will expire in 1989.

14. Next Board Meeting

The next board meeting will be held in Northern Virginia on July 15 at 7:00 p.m..

ACTION: Masarick will notify board members of location via telephone.

15. Annual Meeting

Next Annual Meeting will be Saturday, October 3, 1987

Heane Mischou
Secretary