

**SOUTH POTOMAC VALLEY
PROPERTY OWNERS ASSOCIATION, INC.
INCORPORATED, WEST VIRGINIA 1986**

Board Meeting, January 16, 1993, 11 AM, John Miller's Home, Levels, WV

PRESENT: *John Miller, Chairman
Gene Pietra, Vice Chairman
Charlie Surber, Board Member
Diane Dee, Board Member
Angie Asbury, Secretary
Charles Stultz, Chairman, Road Committee
Al Burd, Chairman, Bylaws Committee
Juanita Wolfe, Guest*

AGENDA: *Bylaws/Incorporation
Roads
Billing and Dues
Audit
Miscellaneous*

BYLAWS/INCORPORATION

Al Burd recommended that we put together a revised copy of the Bylaws and send a copy to the membership (with ballot). He also recommended that we do all Association Business by "Peter's Parliamentary Procedure." Angie Asbury made the motion that we do all business by parliamentary procedure; Al Burd seconded; motion passed by members.

The board went over every article of the bylaws and made recommendations for changes to the bylaws membership approval by mail ballot.

A motion was made by Al Burd to insert in Article I of the bylaws "All actions conducted by the association remain in force and continuity"; Diane Dee seconded; motion passed by members.

ROADS

Charles Stultz reported that the roads needed to be regraded and we needed two loads of gravel; but not on the upper road. River Road is in bad shape. We need \$3,000 in Shale.

John proposed that we pay Frank Jenkins for emergency snow removal. On December 11/12, 1992, we had in excess of 30 inches of snow on all roads. Diane Dee motioned that we authorize snow removal in excess of 6 inches not to exceed \$250 without further authorization from the board. Gene Pietra seconded; motion passed by members.

BILLING AND DUES

The board has been in error in assessing additional road dues because we did not have 2/3 of lots represented when the motion was passed at the General Meeting. However, we are authorized to assess special fees. Please consider previous additional assessments as special fees.

AUDIT

Juanita Wolfe presented a letter to the board re audit, which has not been done. John Miller will send certified letter to Bob Koslow to cause an audit within 30 days of receipt of the certified letter.

MISCELLANEOUS

Under the bylaws, the Treasurer is supposed to be bonded. John Miller will check on bonding of the Treasurer.

Charlie Surber motioned that the board increase the Petty Cash for the Secretary to \$100.00; Diane Dee seconded; passed by members.

The meeting was adjourned at 4:30pm.