



SPVPOA – Board of Directors Meeting Minutes

January 6, 2024

In Attendance at via WebEx:

Chairman: Morgan Hogeland

Vice Chairman: Richard Dadds

Secretary/Webmaster: Tom Masarick

Treasurer: Karen Rogers

Absent: Member at large: Gary Witt

Road Committee Chairman: Lewis Wills

Opening: The BOD's Meeting was called to order by Chairman, Morgan Hogeland at 11:12 am. Morgan noted that it has been quiet in the Valley. He was happy to report that the two culverts requiring immediate attention were fixed. Our Road Committee Chairman Lewis Wills still has some minor repair work to do on the culvert near Sandy Bean. Lewis wants to remove some of the gravel and replace it with shale so we have a solid base.

WebEx Meeting:

SPVPOA BOD Meeting

Saturday 11:00 am – 12:30 pm

Meeting link:

mbus.my.webex.com/georgebrentcouncilknightsforcolumbus.my/j.php?MTID=mdb8238827668050db68ce6c9afa2fa5a

Meeting Number: 2630 475 4085

Host: Tom Masarick

Secretary's Report:

Secretary Tom Masarick, thanked Patrice Hogeland for an outstanding job taking the minutes at the Annual Meeting.

The BOD Minutes from October 7, 2023 was distributed to the BOD via email. The 4 Action Items were read by the Secretary Tom Masarick.

Motion #1: A motion was made by Treasurer, Karen Rogers and Seconded by Chairman, Morgan Hogeland to approve the minutes. The motion passed by unanimous voice vote.

The Annual Meeting Minutes were also distributed, no major issues were identified. Secretary Tom reported he will distribute as a draft via email and US Mail very soon. It should be noted that the Annual Meeting Minutes are approved at the next upcoming Annual Meeting.

Our website (www.spvpoa.com) has been up 100%; with no issues.

Treasurers' Report:

Treasurer, Karen Rogers noted the following:

- We have spent some of the money (\$5,000) on culverts that was planned to be invested in a high yield savings account, noted in last BOD meeting.
- We need an invoice from our Road Committee, Lewis Wills on the work he has complete to-date.
- All assessments have been emailed or sent out via US Postal Service.
- Karen will provide to our Secretary an updated email list to be posted on our Web. The email list are helping to keep down Administrative costs.
- Next year we will need to pay Website hosting expenses (they come up every 3 years).
- Attached is the Treasurers updated Operating and Reserve Budget.

Road Chairman's Report:

Road Committee Chairman Lewis Wills was not at our meeting, however Chairman Morgan Hogeland reported the following:

- We have fixed two culverts in the Association that needed repair; timely repair has mitigated a much larger expense for the Association.
- We need to identify other culverts that also need repair work in the near future.
- Our roads are in good shape now; maybe we can direct some of the money that was scheduled to be for road maintenance to our failing culverts.
- The culvert down by the Common Area still needs repair/replacing. Saving for sufficient funding is delaying immediate repair. It is a significant expenditure.

Old Business:

No Old Business that hasn't been addressed (Comon Area culvert).

New Business:

We will be working with our Road Committee Chairman, Lewis Wills to develop a replacement culvert plan so we can properly plan and address.

Motion #3 to Adjourn: A motion was made by Treasurer, Karen Rogers and 2nd by Chairman Morgan Hogeland to adjourn at 11:40 am.

Motion passed unanimously by voice vote.

Our next BOD Meeting is scheduled for 11:00 am Sat. April 6th, 2023 Morgan's Cabin.

Tom Masarick, **Secretary/Webmaster**

Attachments: Treasurer's Report provided at today's meeting:

South Potomac Valley Property Owners Association (SPVPOA Inc)											
PO Box 85 Poles WV 25437											
Operating and Reserve Budget											
Year 2024 (October - September)											
								ACTUAL REVENUES	ACTUAL EXPENSES	NOTES	
ESTIMATED REVENUES											
Assessments (49 Members/99 Lots/Lot #1 \$131 + \$25 for each Adjoining Lot)								\$ 6,705.00		\$4.33 Increase In 2024 for Primary Lot Only*	
Potomac Landfill							\$976.27			\$30.27 Increase In 2024*	
Bank Interest							\$5.00	\$2.10			
TOTAL REVENUES							\$ 7,686.27	\$2.10			
ESTIMATED EXPENSES											
Roadwork/Maintenance											
Annual Allocation							\$5,500.00				
Carryover from 2023 - Board Approved for Additional Road Work on Potomac Overlook between Potomac Court and as far up to Jenkins drive as possible.							\$900.00				
Colvert Repair - Material - John Concrete Industries							\$1,485.00			Paid by Karen - Personal Credit Card - Check 691 Issued - WalDnk	
Colvert Repair - Work - Seth B & Son							\$2,000.00	\$1,000.00		Paid by Morgan - Sent Check 678 - 10/29/23 - Check Cleared Bank	
Snow Removal							\$600.00	\$600.00			
Administration											
Insurance - Nationwide (Due by July 31)							\$428.32	\$900.00			
Surety Bond (Theft Protection)- Nationwide (Due by April 31)							\$138.00				
PO Box 85 (Due January 31)							\$78.00				
License (S25) (Due By July 31)							\$25.00				
Web Site (3 yrs) - Hosting							\$0.00			Paid for 3 years (2022-2024)	
Web Site (3 yrs) - Domain							\$0.00			Paid for 3 years (2022-2024)	
Office Supplies							\$80.00				
Rent Fire Hall							\$1,200.00				
Miscellaneous (Diverted \$500 for Colvert Repair)							\$50.68				
TOTAL EXPENSES							\$11,385.00	\$2,000.00	\$9,385.00		
* SPV Web Site + Domain and CH increased in 2024 by 3.2% - https://www.gopherus.com/Topic/Service/004-018524-7.html?show=show&id=202409&over=1&id=62024&parent=202409											
RESERVES											
							Bank Balance	11/30/2023	Assets	Expenses	Total Reserves
							Projected Income		\$4,982.65		
							Pending Expenses		\$7,686.27		
									\$9,385.00		
									\$12,668.92	\$9,385.00	\$3,283.92

Membership Contact list as of January 6, 2024 (provided by our Treasurer).

Last Name	First Name	Street Address	City, State, Zip	Phone	Email	Lot Number(s)
Adams	Fred	2522 Lake Staggers Road	Keyser, WV 26726	304-676-5987	fredadamsdvm@yahoo.com	78, 81, 82
Asbury	Roger	1000 Potomac Overlook Drive	Levels, WV 25431	304-492-5060		56, 57
Bean	Charles	113 Potomac Overlook Drive	Levels, WV 25431	304-359-1310		24
Bean	Sandra	67 Potomac Overlook Drive	Levels, WV 25431			23
Browning	Gary	105 Belvedere Avenue	Glen Burnie, MD 21061	410-608-9106	gb72282@gmail.com	89
Burgess	Karina & Michael	619 Virginia Ave.	Essex, MD 21221	410-917-1559		73, 76, 77
Butler	Tim	108 Oak Avenue	Glen Burnie, MD 21061	410-590-7664		86, 96
Coppage	David & Janet	PO Box 220	Slainsville, WV 25444	304-492-4285		53, 54
Dadds/Butler	Rip & Tim	129 High Meadow Road	Levels, WV 25431	4021/410-978-304-492-	rladdts@yahoo.com ; dbplumbing@verizon.net	7, 8, 9, 10, 71, 99
Dean	Mark/Deborah	161 Sugar Grove Road	Morgantown, WV 26501	304-983-8218 (no longer in)		87
Denmis	Edward	12807 Fernwood Turn	Laurel, MD 20708-2502	301-490-8465/30	EDDENNIS25@gmail.com	
Fischer	Chris & Helen	322 Potomac Overlook Drive	Levels, WV 25431	304-492-5633	helensewing8@aol.com & pain1350@aol.com	25, 26, 27, 28, 29, 30, 33
Fox/Holmes	Allie & Steve	255 Boulder Lane	Augusta, WV 26704	304-490-5334	rainbowacreslawton@gmail.com	18, 19
French, Jr	Judson	1207 Azalea Drive	Rockville, MD 20850	407-253-4403	judfrench@gmail.com	35, 36, 37, 38, 39, 40
Haines	Robert & Patricia	6155 Old Martinsburg Grade Road	Augusta, WV 26704	304-496-9136		90, 91
Hogeland	Morgan & Patrice	1071 Potomac Overlook Drive	Levels, WV 25431	304-492-5054	hogeland@aol.com	68
Jenkins	Frank	1050 Potomac Overlook Drive	Levels, WV 25431	304-983-2724		63, 55, 70
Kerns	Ralph & Mary Jane	277 Sugar Grove Road	Morgantown, WV 26501			88
Kokosinski	Jeff & Kelley	1000 South Branch Road	Levels, WV 25431	304-492-5210	no email	2, 3, 4, 5, 97
Lee	Anthony	424 Bill Stultz Drive	Levels, WV 25431	301-492-5636	alee728199@gmail.com	92, 93, 94
Lee	Robert	20596 Windowsill Road	Leesburg, VA 20175	571-451-9345		80
Long/Scott	Christine & Arbogast	84 Robin Lane	Augusta, WV 26704	304-496-9406	Provided e-mail no longer active	98
Masarick	John & Sue	7908 Appomattix Avenue	Mannassas, VA 20111	703-368-		
Masarick	Tom & Janet	8200 S. Lomond Drive	Mannassas, VA 20110	1603/304-492-	john_masarick@comcast.net	15, 16
MC Combs	David	338 Theima Avenue	Glen Burnie, MD 21061	703-368-8308	tmasarick@aol.com	20, 21, 31, 32
McLaughlin	Dakota	18 Swisher Hollow Road	Springfield, WV 26763	410-761-XXXX	dvdmcac@verizon.net	6
Mease, Sr.	Michael	11850 Old Plank Road	Three Springs PA 17264	304-359-0539	Michaelmease1962@gmail.com	48, 49, 50, 51, 52
Miller	Genevieve	19 Byway Road	Owings Mills, MD 21117	814-907-1308	genymiller39@gmail.com	83, 85
Mitchel	Kevin	1550 Williams Grove Road, Lot 112	Mechanicsburg, PA 17087	410-356-7432	k.4379.m@gmail.com	79
Moore	Bill & Stephanie	7 Blue Damsel Court	Bitmore Lake, NC 28715	703-981-9081	bill.moore@gmail.com	72
Mundell	Nathlie	3513 New Hampshire Avenue, NW	Washington, DC 20010	301-646-7950		64, 65, 66, 67, 69
Murray	David & Mary	62 Apple Jack Lane	Harpers Ferry, WV 2542	304-728-9967		74, 75
Masarick	John & Tom	8200 S. Lomond Drive	Mannassas, VA 20110	703-368-8308		13, 14
Pietra	Charlene	185 Big Buck Road	Levels, WV 25431	304-492-5516	chpietra@frontiernet.net	22, 41, 44, 45, 46, 47
Rogers	Shane & Karen	705 Hope Lane	Gaithersburg, MD 20878	301-990-2284	shane karen99@gmail.com	42, 43, 60, 61, 62
Vendramini	Joseph	Tischenlostrasse 57	8800 Thalwil, Switzerland		j.vendramini@bluewin.ch	34
Verhoff	Alice	461 Martha Drive	Meadville, PA 16335			11, 12
Westbrook	Roy	PO Box 92	New Marchfield, OH 457	740-447-3335		58
Wills	Le w/s	1708 S. Branch Road	Levels, WV 25431	304-492-	lewiswillstr@icloud.com	17
Witt	Gary	115A Hastings Lane	Pasadena, MD 21122	7550/304-496-410-218-1480	garshellve@verizon.net	1, 84