

Sleepy Hollow Lot Owners Association Newsletter

www.shloa.com

March 2017



	<u>SHLOA BOARD</u>	sleepyhollowhoawv@yahoo.com
President	Mary D'Ovidio	
Vice President	Elaine Wright	
Treasurer	Rick Roscoe	
VP Roads	Roger Brown	
VP Communication	Rick Inclima	
VP Common Facilities	Stacey Weiant	
Secretary	Mary Oldham	

SHLOA BOARD MEETINGS

A notice announcing the Date, Place & Time of a Board Meeting will be placed on the bulletin board at the mailboxes approximately 10 days before each meeting. If you have any questions, please contact a board member.

TO CONTACT THE BOARD: Please address all issues to the Board in writing.

Send your correspondence to: SHLOA
65 Audubon Road
Hedgesville, WV 25427

email: sleepyhollowhoawv@yahoo.com

EMERGENCY NUMBERS

FIRE or Emergencies: Call 911

Morgan County Sheriff Non-emergency 304-258-1067
Berkeley County Sheriff Non-emergency 304-267-7000
State Police/Martinsburg 304-267-0000
State Police/ Berkeley Springs 304-258-2101
Div. of Natural Resources; Enforcement 304-267-0037

*****Remember, SHLOA is not a law enforcement agency***
You need to call the proper authorities when you need help.**

SHLOA Corporation Board Elections

Four Positions Up for Election in 2017

The Sleepy Hollow Lot Owners Association, Inc. (SHLOA) is a non-profit *corporation* organized and existing under the laws of the State of West Virginia. The affairs of the *corporation* are carried out by a Board of Directors elected by the membership (lot owners). You, the *membership*, are essentially the stockholders of the SHLOA *Corporation*. As such, YOU have a vested interest in the operation of the *corporation* and the SHLOA Board of Directors.

The operation of SHLOA, Inc. and the duties and responsibilities of the Board of Directors are spelled out in the SHLOA Bylaws. Per the Bylaws, the seven (7) member Board of Directors consists of a President, Vice President, Secretary, Treasurer, Vice President of the Roads, Vice President of the Common Facilities, and Vice President of Communications. This year, four (4) of the seven (7) Board of Director positions are up for election.

The Board manages the financial affairs of the *corporation*, establishes and collects annual and special assessments, and invests and manages the Working Fund, Capital Improvement Fund, and Emergency Fund established under the SHLOA Bylaws. All Board positions are volunteer positions, and no member of the SHOLA Board receives a salary or other compensation for serving the community.

The Board needs your help managing the affairs of the *corporation* for the betterment of the community! Even if you do not want to serve as an elected member of the Board of Directors, we always need volunteers to staff various committees such as the Roads Committee, Communications Committee, and Election Committee. If you would like to serve on one of these committees, please send your contact information to SHLOA Communications at sleepyhollowhoawv@yahoo.com, or via mail at SHLOA, 65 Audubon Rd., Hedgesville, WV 25427. Someone from the Board will contact you regarding the committee(s).

If you are interested in running for a SHLOA Board of Directors position, please submit a resume announcing your intent to run for a Board position (*see Request for Resumes on page 3*). Resumes will be printed in the 2nd Quarter (May) newsletter. Ballots will be mailed to each lot owner of record 21 days in advance of the Annual meeting. Election results will be announced at the Annual Meeting scheduled for June 17, 2017 at 10:00 AM at the ball field pavilion.

***If you like what you see, please run/volunteer and assist us!
If you don't like what you see, please run and replace us!***

In Memoriam

Richard "Dick" Kotzum

It is with sad hearts that we announce the passing of Richard C. "Dick" Kotzum, former member of the SHLOA Board of Directors. Dick passed from this life on December 30, 2016, and is survived by his beloved wife, Helen; two sons, Steven and Timothy, 6 grandchildren, 8 great-grandchildren, and many loving family members and friends. We extend our deepest condolences to Helen and the entire Kotzum Family.

Dick held various positions on the Board of Directors from the 1980's to early 2000's. The Sleepy Hollow Community mourns his passing and we thank him for his many years of exemplary service to our community.

REQUEST FOR RESUMES - SHLOA BOARD OF DIRECTORS

This year there are four (4) positions open on the SHLOA Board of Directors. Elections for the SHLOA Board will be held during the month of June 2017.

You can self-nominate for a Board position by submitting a resume including your name, address, section/lot number(s), a brief description of why you would like to serve on the Board of Directors and any other information you would like to share with our community. Your resume will be printed in the 2nd Quarter SHLOA Newsletter. Resumes must be received by April 15, 2017.

Eligibility Requirements: A lot owner is eligible to run for a position on the Board if he or she is a Member in Good Standing. A Member in Good Standing is an Owner of Record and all lot assessments are paid as of the Date of Record, April 15, 2017. The Owner of Record is the owner listed on SHLOA's records as of April 15, 2017.

SHLOA needs your help and welcomes your participation! Many have served for many years, and we are not getting any younger! We need the next generation to step up and get involved!

Please send your resume to:

Sleepy Hollow Lot Owners Association, Inc.
66 Audubon Road
Hedgesville, WV 25427
ATT: ELECTION COMMITTEE

Or email your resume to: sleepyhollowhoawv@yahoo.com

What can you do to help keep assessments low? Sign up to receive the SHLOA Newsletter via email!

You can help SHLOA reduce the cost associated with printing and mailing our quarterly newsletter by signing up to receive the SHLOA Newsletter by email. The money saved will be used for other pressing needs such as road maintenance and repair.

Simply email us at sleepyhollowhoawv@yahoo.com and put "NEWSLETTER" in the subject line. Please include your name, current mailing address, Section & Lot number(s), and email address in the body of your message. You will then be added to our growing list of residents who have chosen to receive quarterly SHLOA Newsletters directly via email. SHLOA respects your privacy and will never sell or use your email address for any non-SHLOA purpose.

There are over 100 SHLOA residents who have signed up to receive the SHLOA Newsletter by email. Please join your neighbors and help us keep you informed in a cost-effective and environmentally sustainable way. Please sign up today!

PS: If you previously signed up but are not receiving your electronic newsletter, please notify us again. We may have copied it incorrectly, or you may have changed your email address. Just let us know and we will fix it. Thanks!

IMPORTANT ASSESSMENT INFORMATION

Per the Declaration and By-Laws of Sleepy Hollow, assessments are to be paid on or before January 31st of each year. If the assessment is not paid, the debt becomes a lien on the land, securing the debt. The Association may also file suit and obtain a personal judgment against the homeowner. Such a judgment will then be enforceable by sale of the land, and the Sheriff of Berkeley or Morgan County, respectively, can execute the judgment by seizing and selling personal property. If required to seek judgment, the Association is entitled to recover its reasonable attorney fees in addition to the unpaid assessment(s) under Chapter 36B of the West Virginia Code, which will increase the total amount owed to the Association. SHLOA has been successful in obtaining judgments against delinquent members in the past. Please do not force SHLOA to seek a judgement, as this is not something we enjoy or take lightly.

SHLOA understands that some members may desire to pay the debt owed to the Association, but are not currently in a financial position to make a lump sum payment. SHLOA is amenable to entering into a payment plan agreement with members in order to avoid legal action. If you would like to set up a payment plan, please contact Treasurer Rick Roscoe (sleepyhollowhoawv@yahoo.com). The payment plan will permit the Association to seek and record judgment against you, however, the Association will not execute upon the judgment (i.e. Sheriff's seizure of personal property) provided that payments are made in accordance with the payment plan agreement. Once all payments are made, the judgment will be released.

COME JOIN THE FUN AT SPRING CLEAN-UP DAY

HELP BEAUTIFY OUR COMMUNITY
MEET YOUR NEIGHBORS AND ENJOY THE OUTDOORS
Saturday, May 6, 2017 – 9:00 AM to 12:00 Noon

MEET AT THE BALLFIELD
VOLUNTEERS ARE ALWAYS NEEDED AND APPRECIATED!

SHLOA will sponsor a cookout and provide refreshments at noon at the pavilion!

We need your help; we need your involvement!

Please join us for Clean-up Day and help us prepare and beautify our community for the Spring and Summer seasons.

Clean-up Day is a great opportunity to get some exercise and meet your neighbors and Board members. Please get involved with your community. Many members of your Board are getting on in years; we need your help, energy, and involvement to transition SHLOA for the future.

**It takes a Village; Nothing happens on its Own.
Come out and get involved!**



\$\$\$ SUMMER WORK AVAILABLE \$\$\$

SHLOA is looking for persons interested in becoming lake attendants for the 2017 summer season. The work is part time and paid at a competitive hourly wage. If interested, please provide the following information and mail to:

SHLOA
Attn: LAKE ATTENDENT JOB
65 AUDUBON ROAD
HEDGESVILLE, WEST VIRGINIA 25427-6917

NAME: _____

ADDRESS: _____

HOME PHONE: _____

CELL PHONE: _____

E-MAIL: _____

AGE (must be at least 18): _____

DAYS OF WEEK AVAILABLE: _____

Lake attendant responsibilities include checking lake passes to assure only residents and their authorized guests have access to the lake and that all lake and parking lot rules are followed. Lake attendants are NOT lifeguards and are not authorized to perform any lifeguard duties. Upon receipt of your application, someone from the SHLOA Board will contact you to discuss job responsibilities, attendant schedules, and hourly wage.

Make some money and serve your community as a SHLOA lake attendant!

FROM THE BOARD

A MESSAGE FROM YOUR TREASURER

For the year 2016 we have collected more than \$14,000.00 in overdue assessments. In addition, we have several owners on a payment plan. The 2017 assessment collections are coming in at a very good pace. Thank you to all who have paid their assessments.

Our current policy for addressing past-due assessments -- property judgments-- is having positive results. We currently have 17 property owners whose cases have been filed and are working their way through the court system. The process has already resulted in the collection of \$1,300.00 and commitments for more than \$3,000.00. I have completed the research on several additional accounts which will be forwarded to the attorney by the end of February 2017. No one wants a property judgement, so please do not force SHLOA to take legal action. Please see important assessment information on page 4.

Rick Roscoe
Treasurer

A MESSAGE FROM YOUR VP ROADS

We have made it thru yet another winter. This winter was relatively mild and our roads have held up pretty well as a result. We conducted our initial roads inspection on March 11, 2017 and will soon be seeking bids for our 2017 (unpaved) road work. Spring is around the corner and we hope to get an early jump on the maintenance of our unpaved roads.

Roger Brown
VP Roads

A MESSAGE FROM YOUR SECRETARY

Here it is, spring cleaning time again. The Board of Directors is looking for participants for a yard sale. We are considering the date of May 20, 2017 with a rain date of May 27. The time would be 8 am till 2 or 4 pm. Anybody can participate at NO CHARGE for table space (please bring your own table). The yard sale will be held at the ball field, pavilion area. If anyone is interested in setting up a space, please contact me (sleepyhollowhoawv@yahoo.com). Leave your name, address, phone number, or email, so we can contact you closer to the date. If we have enough community participation, we will move ahead with plans.

We look forward to seeing you there. Have a great spring. You know that garage and shed need cleaning out.

Mary Oldham
Secretary

A MESSAGE FROM YOUR VP COMMUNICATIONS

The 1st and 2nd Quarter Newsletters are printed & mailed to lot owners not on the email list. The 3rd and 4th Quarter Newsletters are electronic only. Owners on the email list receive all four Quarterly Newsletters via email. If you would like to sign up to receive the SHLOA newsletter via email and help save assessment funds, please see text box on page 3. All newsletters are also posted on-line at www.SHLOA.com.

Rick Inclima
VP Communications

BUDGET

2017 BUDGET as of January 31, 2017	2017 BUDGET	YTD	DIFFERENCE
INCOME			
2016 HOME OWNERS ASSESSMENTS	\$114,300.00	\$70,125.00	44,175.00
MISCELLANEOUS INCOME	\$300.00	\$0.00	300.00
OPERATING INTEREST	\$100.00	\$0.00	100.00
REFUNDS		\$0.00	
MAIL BOXES		\$0.00	\$0.00
TOTAL INCOME	\$114,700.00	\$70,125.00	44,575.00
2017 RESERVE ALLOCATIONS			
CAPITAL IMPROVEMENT FUND	\$17,145.00	\$10,518.75	6,626.25
EMERGENCY FUND	\$11,430.00	\$7,012.50	4,417.50
TOTAL RESERVE FUND	\$28,575.00	\$17,531.25	11,043.75
FIXED EXPENSES			
INSURANCE/TAX/LICENCES/PERMITS	\$4,000.00	\$3,850.05	149.95
STORAGE	\$600.00	\$0.00	600.00
PHONE AT LAKE	\$550.00	\$43.09	506.91
LIGHTS AT BALLFIELD AND LAKE	\$320.00	\$24.94	295.06
RELIEF STATIONS	\$1,000.00	\$0.00	1,000.00
COMMUNICATIONS	\$1,050.00	\$0.00	1,050.00
ANNUAL ELECTION	\$450.00	\$0.00	450.00
TOTAL	\$7,970.00	\$3,918.08	4,051.92
ADMINISTRATIVE			
ADMINISTRATIVE/OFFICE SUPPLIES	\$350.00	\$0.00	350.00
COMPUTER, SOFTWARE, OFFICE EQPT	\$150.00	\$0.00	150.00
LEGAL FEES	\$4,500.00	\$3,000.00	1,500.00
TREASURERS/ACCOUNTING/INVOICING	\$3,700.00	\$0.00	3,700.00
TOTAL	\$8,700.00	\$3,000.00	5,700.00
ROAD UPGRADES			
UNPAVED	\$24,000.00	\$0.00	24,000.00
PAVED	\$1,000.00	\$0.00	1,000.00
SNOW REMOVAL	\$12,000.00	\$751.28	11,248.72
TOTAL	\$37,000.00	\$751.28	36,248.72
COMMON FACILITIES			
LAKE ATTENDANT	\$5,500.00	\$0.00	5,500.00
LAWN CONTRACT	\$6,100.00	\$0.00	6,100.00
MAINTENANCE	\$7,300.00	\$0.00	7,300.00
CASUAL LABOR	\$1,000.00	\$0.00	1,000.00
TOTAL	\$19,900.00	\$0.00	19,900.00
2016 RESERVE FUND			
	\$12,555.00		
TOTAL 2017 EXPENSES	\$114,700.00	\$25,200.61	89,499.39

**SLEEPY HOLLOW
LOT OWNERS ASSOCIATION, INC
65 Audubon Road
Hedgesville, WV 25427**