

Sleepy Hollow Lot Owners Association Newsletter

www.shloa.com

March 2018



	<u>SHLOA BOARD</u>	(phone numbers removed for online posting)
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 304-258-0000
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

Three Positions Up for Election in 2018

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 (a copy of the Bylaws is posted at www.SHLOA.com). 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, three (3) 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 Saturday, June 9, 2018, at 10:00 AM at the ball field pavilion.

SHLOA EASTER EGG HUNT

The first annual SHLOA Easter Egg hunt is scheduled for Saturday, March 24th, at 10:00 AM at the ball field. Residents and children are invited to attend, enjoy the festivities, and have their picture taken with the Easter Bunny! Please join us for this fun family event. Hop(e) to see you there!



SHLOA Christmas with Santa: December 10, 2017

REQUEST FOR RESUMES - SHLOA BOARD OF DIRECTORS

This year there are three (3) positions open on the SHLOA Board of Directors. Elections for the SHLOA Board will be held during the month of June 2018.

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, 2018.

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, 2018. The Owner of Record is the owner listed on SHLOA's records as of April 15, 2018.

SHLOA needs your help and welcomes your participation! Many have served for many years, and at least one incumbent will not be running for reelection. We need the next generation to step up, get involved, and learn the operating processes of managing our HOA!

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

Please Do NOT Apply Salt on Dirt Roads

Unfortunately, there are limited options for dealing with ice on dirt roads. Ice cannot be plowed down to dirt level. The only viable option is to spread cinders. Salt CANNOT be used on dirt roads, it will make a bad situation MUCH, MUCH worse. There are cinder barrels in the neighborhood for resident's use. Please avail yourself to some when ice is forecast.

During the recent ice storm in February, someone (albeit well-intentioned) applied salt on Woodlawn Lane. The road predictably became mushy, muddy and virtually impassable. SHLOA had to hire a contractor to dig out the salt-damaged road and resurface it at a cost of over \$1,000. In the future, SHLOA will have no choice but to hold persons spreading salt liable for such costs. Please do NOT apply salt on unpaved roads!



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. 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 5, 2018 – 9:00 AM to 12:00 Noon

MEET AT THE BALLFIELD
VOLUNTEERS ARE ALWAYS NEEDED AND APPRECIATED!

SHLOA will provide food and refreshments for volunteers 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!**



Lake Attendant Positions Available

SHLOA is accepting applications for lake attendants for the 2018 summer season. The work is part time and paid at a competitive hourly wage. If interested, please provide a brief resume along with your name, address, phone number, age, and email address. Please mail your application to:

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

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.

Dredging of Lake Silt Pond Underway

By action of the Board of Directors, the dredging of the silt pond and rebuilding of the berms at the back end of the lake is underway. This periodic maintenance is necessary to protect water quality and the health of the lake. The work is progressing well and is scheduled to be completed in time for the summer season.



Residential Trash Pick-up Services

Apple Valley Waste is one residential trash pick-up company that services residential properties in Sleepy Hollow. As a community service, SHLOA is publishing their website and phone number for any resident who may require or desire curbside trash pickup. SHOLA is not endorsing Apple Valley Waste or any other business that might offer similar services.

You can visit Apple Valley Waste's website at <http://www.applevalleywaste.com/> or contact them at 877-267-1280. You can also search the internet or the yellow pages for other waste disposal companies that may provide residential trash pick-up services.

FROM THE BOARD

A MESSAGE FROM YOUR PRESIDENT

Being a member of the Sleepy Hollow Lot Owner's Association, Inc. Board of Directors has had some challenges. It also has given me some very good times and a great feeling of accomplishment.

I have been on the Board for many years. First as Secretary and then as your President. Now after all those years I find it time for me to retire and have someone else take on this responsibility.

A lot has been done by this Board to improve our community. I feel confident that work will continue. I hope another resident will want to be elected to the Board and help continue with the work and future improvements.

Thank you to all who have supported me over the years. It's been a great experience. I'll miss being on the Board, but for me it is time to go.

Mary D'Ovidio
President

A MESSAGE FROM YOUR TREASURER

I have closed out the books for 2017. The year was very successful with many improvements to the community, several community activities, and all the must do items covered as well as normal operating expenses. All this was completed without going over budget. In fact, due to the fiscal discipline of the Board, I am pleased to advise that \$15,476.08 of unused budget money was transferred to the capital reserve fund at the end of fiscal year 2017. These funds will be available for future capital expenditures.

Rick Roscoe
Treasurer

A MESSAGE FROM YOUR VP COMMON FACILITIES

I'm happy to announce March 24th at 10am will be SHLOA's first Easter egg hunt. Children of all ages are welcome. Parents, please feel free to have your children take pictures with the Easter Bunny!!!! We look forward to another successful SHLOA event.

Any residents who would enjoy helping with this or other events for the community, please feel free to contact me. Also, we will soon be accepting applications to fill lake attendant positions. Interested parties are also welcome to contact me. Please see page 5 for further information.

Stacey Weiant
VP Common Facilities

A MESSAGE FROM YOUR VP COMMUNICATIONS

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. Simply email us at sleepyhollowhoavv@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. This is an easy and convenient way you can help us save your hard-earned assessment dollars while not missing any news.

Rick Inclima
VP Communications

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

BUDGET

2017 Budget as of October 31, 2017	2017 BUDGET	YTD	DIFFERENCE
INCOME			
2017 HOME OWNERS ASSESSMENTS	\$114,300.00	\$105,994.83	8,305.17
MISCELLANEOUS INCOME	\$300.00	\$5.00	295.00
OPERATING INTEREST	\$100.00	\$0.00	100.00
REFUNDS		\$0.00	
MAIL BOXES		\$350.00	(\$350.00)
TOTAL INCOME	\$114,700.00	\$106,349.83	8,350.17
2017 RESERVE ALLOCATIONS			
CAPITAL IMPROVEMENT FUND	\$17,145.00	\$15,666.72	1,478.28
EMERGENCY FUND	\$11,430.00	\$10,444.48	985.52
TOTAL RESERVE FUND	\$28,575.00	\$26,111.20	2,463.80
FIXED ESPENSES			
INSURANCE/TAX/LICENCES/PERMITS	\$4,000.00	\$4,509.38	509.38
STORAGE	\$600.00	\$1,200.00	600.00
PHONE AT LAKE	\$550.00	\$528.30	21.70
LIGHTS AT BALLFIELD AND LAKE	\$320.00	\$299.89	20.11
RELIEF STATIONS	\$1,000.00	\$591.16	408.84
COMMUNICATIONS	\$1,500.00	\$1,454.24	45.76
TOTAL	\$7,970.00	\$8,582.97	612.97
ADMINISTRATIVE			
ADMINISTRATIVE/OFFICE SUPPLIES	\$350.00	\$558.10	208.10
COMPUTER, SOFTWARE, OFFICE EQPT	\$150.00	\$0.00	150.00
LEGAL FEES	\$4,500.00	\$9,549.24	5,049.24
TREASURERS/ACCOUNTING/INVOICING	\$3,700.00	\$1,386.49	2,313.51
TOTAL	\$8,700.00	\$11,493.83	2,793.83
ROAD UPGRADES			
UNPAVED	\$24,000.00	\$26,219.54	2,219.54
PAVED	\$1,000.00	\$432.43	567.57
SNOW REMOVAL	\$12,000.00	\$3,358.39	8,641.61
TOTAL	\$37,000.00	\$30,010.36	6,989.64
COMMON FACILITIES			
LAKE ATTENDANT	\$5,500.00	\$4,863.00	637.00
LAWN CONTRACT	\$6,100.00	\$5,045.60	1,054.40
MAINTENANCE	\$7,300.00	\$3,716.38	3,583.62
CASUAL LABOR	\$1,000.00	\$0.00	1,000.00
TOTAL	\$19,900.00	\$13,624.98	6,275.02
2017 RESERVE FUND			
TOTAL 2017 EXPENSES	\$114,700.00	\$89,823.34	24,876.66

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