

Sleepy Hollow Lot Owners Association Newsletter

www.shloa.com

May 2014

SHLOA ELECTIONS



SHLOA BOARD OF DIRECTORS

President	Mary D'Ovidio
Vice President	Rick Roscoe
Treasurer	VACANT 6/21/2014
VP Roads	Roger Brown
VP Communications	Rick Inclima
VP Common Facilities	VACANT
Secretary	VACANT

SHLOA BOARD OF DIRECTOR ELECTIONS

Ballots Coming Soon

In the coming weeks, each property owner of record will receive a ballot, one for each lot owned, for the purpose of electing four members to the Board of Directors. There are five positions to be filled on the seven member Board; however, SHLOA has only received two resumes, both from incumbent members of the Board.

As you will read throughout this newsletter, we need your help to fill these five open positions. Please consider serving both yourself and your community by becoming a "write-in candidate" for a Board position. Simply write your name in the space provided on your ballot and mail it on or before June 16th. The election results will be announced at the Annual Meeting scheduled for 10:00 A.M., Saturday, June 21, 2014, at the ball field.

Why run for a position on the Board? Because the community you will serve is your own! The Sleepy Hollow community is unique in many ways, especially in its governance. The Board's authority and responsibility is spelled out in the Bylaws of the Sleepy Hollow Lot Owners Association, which were adopted by a quorum vote of the lot owners in 1997. Residents can access the Bylaws on the SHLOA website at www.SHLOA.com.

The Board is not a government, but it does perform many of the functions typically performed by towns and municipalities. Under the Bylaws, the Board has the authority to establish and collect assessments for the purpose of maintaining the roads and common facilities, including the lake, dam, ball field, pavilions, mail boxes, etc. The Vice President of Roads and the Vice President of Common Facilities are responsible for soliciting bids and overseeing the work of contractors hired by the association to perform work or maintenance on roads and facilities.

The Board Treasurer maintains the books of the Association and keeps a budget for a Working Fund, Capital Improvement Fund, and an Emergency Fund. The President of the Board presides at all meetings of the Board, carries out all orders and resolutions, and cosigns all checks. The Vice President serves as a permanent member of the Election Committee and acts as the liaison with the Association's corporate attorney. The Secretary is responsible for recording the minutes and keeping an inventory of supplies and equipment owned by the Association. And the Vice President of Communications is responsible for publishing this SHLOA newsletter, maintaining the Association's website, mailing letters, ballots, flyers, etc.

Write-in Candidates Needed

As stated above, the Board is currently operating with less than a full contingent of officers and we really need your help and assistance to fill the five positions currently open on the Board (3 positions vacant; 2 positions open per regular election cycle). It does not take an extraordinary amount of time, and new members of the Board will certainly be welcomed and appreciated with open arms. A few hours per month is all that is asked to help manage the vibrant and well maintained community we all call home.

The Association needs write-in candidates to fill remaining vacancies on the Board during this election cycle. We have five open positions to fill, but received only two resumes, both from incumbent officers. So we desperately need at least three write-in candidates to run for election and bring the Board to its full seven members.

What is a write-in candidate? A write-in candidate is simply a name you write in (usually your own name) on the ballot, basically voting for yourself (or another known write-in candidate) for a position on the Board. Because write-in candidates did not announce beforehand, their resumes are not printed in this edition of the SHLOA newsletter. Therefore, most voters will have no way of knowing a write-in candidate is interested in being elected. To overcome this, please ask your friends and neighbors to "write-in" your name in the space provided when they receive their ballots. And please also send a message to SHLOA at sleepyhollowhoawv@yahoo.com so we can help publicize your candidacy for office!

If you think that running for election to the SHLOA Board is not important, think again! Our assessments are the lowest in the area by a long shot. Our neighbors in surrounding communities pay several times more in yearly assessments due to the lack of volunteers and the necessity to hire "professional managers" to run the affairs of the community. If you have any questions about how to run for a Board position or what it entails, please contact any member of the Board or email your questions to sleepyhollowhoawv@yahoo.com. We welcome your inquiries and will do everything we can to make your service to our community a rewarding and satisfying experience.

SHLOA prides itself in having one of the lowest homeowner assessment costs in the Eastern Panhandle and no member of the Board of Directors receives any salary or fringe benefits. With your help, we can keep it that way. We are Americans, and we do not need a big bureaucracy or outside management firms to run our affairs and maintain our facilities. All we need is you! Please get involved and become a write-in candidate for a position on the SHLOA Board of Directors. Thank you!



SAMPLE BALLOT

2014 SHLOA ANNUAL ELECTION OFFICIAL BALLOT

Place an "X" by the candidates of your choice. Or use the write-in spaces to vote for yourself or a member not listed. Voting for more than four (4) members, sending your ballot to other than the address on the reverse side or removing the Owners' Information on the reverse side, **WILL VOID YOUR VOTE.**

If you make a mistake, contact Election Committee Member, Rick Roscoe at 304-754-6916 for another ballot.

Only an official ballot issued by SHLOA will be accepted.

The candidates listed (alphabetically) are the only members who submitted resumes.

Roger Brown Mary D'Ovidio

Write-In-Space

1. _____ 2. _____

3. _____ 4. _____

Owners' Signature: _____

At least one (1) Owner of Record must sign this ballot.

BALLOT MUST BE POSTMARKED BY JUNE 16, 2014

WRITE- IN
CANDIDATES:
PRINT NAME
HERE



ELECTION PROCEDURES

Entitlement to vote: Each lot of the association shall entitle the Owner(s) to one (1) vote per lot, providing all assessments are paid by the date of the Annual Meeting (i.e., June 21, 2014).

Ballot Card(s): All votes for the Board of Directors must be made on official ballot cards mailed to you by the Election Committee. The ballot will display the printed names of candidates who submitted their resumes by the April 15, 2014 deadline. There is also space for write-in candidates who did not submit resumes. You may vote for up to four (4) candidates in this election cycle. Ballots will be mailed to each lot owner of record on or before May 26th. Members owning more than one lot will receive a ballot card for each lot owned.

Returning your Ballot(s): All votes must be made on the official ballot card(s). If you make a mistake on your ballot or need a replacement, please contact V.P. Rick Roscoe at 304-754-6916. Ballot(s) must be postmarked by June 16, 2014 in order to be counted. Please be sure to affix postage to your ballot before mailing.

RESUMES RECEIVED FOR BOARD OF DIRECTORS

The following members of the Sleepy Hollow community submitted resumes as candidates for the SHLOA Board of Directors. Their names will be printed on the ballot(s) which will be mailed to all owners of record in the coming weeks. The Election Committee has verified that these members are in Good Standing and are eligible for election to the Board. Remember, write-in candidates are also needed and encouraged to run! (Write-in candidates: Please see sample ballot on page 3 for write-in instructions.)

RESUMES

Mary D'Ovidio
86 Rocky Trail
Hedgesville, WV 25427
Section B Lots 20 & 3D, Section G Lot 1, Section D Lots 13 & 15

My name is Mary D'Ovidio and my family and I have owned our home in Sleepy Hollow since 1976. I have been serving on the Board of SHLOA for eight years. I was Secretary for four years and have been serving as President for the last four years. During that time I have worked with other Board members to make improvements in our community. I would like to continue to serve for two more years in order to maintain the improvements that have been made and help implement any other improvements that need to be made to make our community a safe and enjoyable place to live for all residents.

The present Board has worked hard to improve all the roads. This winter has been very harsh but our roads have held up well because of all the hard work that has been done to them in the past few years. Granted we have potholes but they will be taken care of now that the winter is finally behind us. The new guard rails make the road safer and look great.

The new dock at the lake is also holding up well as is the work that was done at the lower end of the lake. The ball field with the new backstop is being used by youth teams and the pavilion is being used frequently. I also think that communication has been improved with the addition of the website and the SHLOA email. These are just a few of the improvements that have been made by the present Board.

If elected again, I will continue to work for you to make Sleepy Hollow a great place to live.

Roger Brown
2085 Audubon Road
Hedgesville, WV 25427
Sec. B Lot 14

My wife (Amy) and I have been proud full time owners since 2004. We are raising three children in the development so I have a long-term interest in improving the community. I have served on the Board of Directors for the past 8 years as your VP of Roads. In that time we have made some major improvements to the community roadways. However there is still more that needs to be done.

I would like to continue to serve on the Board to make sure upgrades and general maintenance continues to be performed on our roadways.

Annual Membership Meeting: June 21, 2014

The Annual Membership Meeting is scheduled to be held on Saturday, June 21, 2014, at 10:00 AM at the ball field pavilion. The official purpose of the meeting is to transact such business that may be properly brought to the floor and to announce the results of the 2014 Board Elections.

Order of Business for Annual Meeting:

1. Call to order by President or ranking officer present
2. Report of Directors
3. Members Forum – Time Limits
4. Report of Election Committee – Introduction of new Board Members
5. Adjournment

Get Involved! All Owners Are Welcome To Attend!

FROM THE BOARD

A MESSAGE FROM YOUR PRESIDENT

Sleepy Hollow Needs You

What the heck is Sleepy Hollow? Is it a weekend getaway as it was in the late 1960's and later? Is it a residential community inhabited by families with children, empty nesters, singles, and retirees? Is it a place for hunters, bird watchers, hikers, ball players, swimmers, anglers, and 4-wheelers?

Well, it seems that it has become all of the above.

Since its founding in 1968, Sleepy Hollow has evolved. I can remember in the 1970's when a Board meeting of SHLOA would fill the hall in the basement of the old Hedgesville Firehouse. The discussions could be illuminating, filled with ideas for a better community and yes, get contentious. Now, it is unusual if more than ten folks show for an annual meeting or Community Clean-up Day. What is the problem? Busy lives? More important things to do? Lack of interest? Apathy? Crisis driven lives? Someone else will do it?

The Board of Directors of Sleepy Hollow Lot Owners Association consists of 7 unpaid volunteer members elected by the community to maintain our roads and common facilities, to maintain a budget for community needs, to facilitate communications, to address legal requirements, and to assure Sleepy Hollow remains in compliance with state and county mandates and our own SHLOA bylaws and covenants. Full or part time resident-owners are eligible to serve on the Board.

Are you shy? Do you think you have nothing to offer? Don't sell yourself short, you have plenty to offer! We need you! If you can read, write, talk on the phone, drive to the post office, go to the bank, think on

your feet and be a problem solver, you have the right skills to participate. You don't have to be a Ph.D. to serve on the Board; you just have to be willing to apply your God given skills and talents to assist our community and its mission.

Sleepy Hollow needs you! Look around and see how you can help. Join us on the next Clean-up Day. Come to the Annual Meeting on June 21, 2014. Most importantly JOIN THE BOARD! We have 5 Board positions to fill this election cycle. Several Board members are doing double duty. This is both unsustainable and unfair. We are looking for a few good men and women, someone like YOU. Please become a write-in candidate, run for a position, and JOIN THE BOARD!

Mary D'Ovidio
President

A MESSAGE FROM YOUR VICE PRESIDENT

It is that time of the year again when the Association needs volunteers to run the affairs of the Sleepy Hollow Lot Owners Association. It is a sad state of affairs when there are 368 property owners in the Association and we are unable to find enough volunteers to fill seven positions of the Board.

A few of us have served the community for many years, keeping assessments low, dealing with the day to day functions, and keeping the Association running smoothly without a fully staffed Board. Many find it easy to complain when things don't function the way they would like, but won't step forward and help. If anyone is interested in the future of Sleepy Hollow, please volunteer to help by contacting me.

Rick Roscoe
Vice President

A MESSAGE FROM YOUR VICE PRESIDENT OF ROADS

In accordance with the SHLOA bylaws, we have solicited bids for our 2014 roads contract. The Board of Directors has recently selected Emerick, Inc. as our roads contractor. Work will start immediately on the dirt roads to crown, grade and gravel. This winter was especially tough on our roads, but the improvements made over the past several years have actually helped keep road damage to a minimum. Many cities and towns have fared far worse with their roads this year.

We are also working with our asphalt contractors to address both short- and long-term maintenance issues on our paved roads. Some temporary pothole work has already been done, and we are working on more permanent repairs and a long-term comprehensive road maintenance plan going forward.

Roger Brown
VP Roads

A MESSAGE FROM YOUR VICE PRESIDENT –COMMON FACILITIES

Position: VACANT

A MESSAGE FROM YOUR TREASURER

Position: VACANT (as of June 21, 2014)

A MESSAGE FROM YOUR BOARD SECRETARY

Position: VACANT

A MESSAGE FROM YOUR VICE PRESIDENT OF COMMUNICATIONS

This edition of the SHLOA Newsletter includes resumes received for our annual election for the Board of Directors. As stated elsewhere in this newsletter, SHLOA is in critical need of write-in candidates and volunteers to fill positions and assist the Board in carrying out its work to maintain our roads and infrastructure in a state of good repair. Experience is not necessary. What is necessary is only a desire to help our community by volunteering your time and talents.

The Board is made up of seven elected members, but we have five positions open this election cycle. We hope you will consider becoming a “write-in candidate” and run for one of the positions on the Board. Many hands make light work and the Board cannot operate without dedicated officers and volunteers. Please consider volunteering your time and talents to our community. Thank you!

Rick Inclima
VP Communications

WHAT IF WE HELD AN ELECTION BUT NOBODY RAN?

Several current Board members have been serving for many years. If we do not get others who are willing to share the workload, we may be forced turn the work over to a Management Company. No resident wants this or can afford this. Professional (i.e., paid and for profit!) management companies are out there, but they will cost every one of us big money!

We contacted several Management Companies in the area in 2013 and told them what we do as a volunteer Board of Directors. They were amazed. One company said that it would cost \$50,000.00 to \$75,000.00 a year in addition to what you already pay in assessments to do what we do for free. That would mean that each of us would have to pay \$150.00 to \$200.00 more per lot each year!

A second company said it would have to hire 4-5 people at a cost of \$30,000.00 to \$50,000.00 per additional employee per year. That would mean an assessment increase of up to \$400.00 per lot per year.

A third one said that they charge the residents in their community an assessment of \$250.00 per month to do what we do. Think about it, and then declare yourself a write-in candidate!

ASSESSMENTS FOR EACH LOT	PER MONTH	PER YEAR
CURRENTLY YOU PAY	\$18.75 – \$20.83	\$225.00 - \$250.00
MANAGEMENT CO. #1	\$31.25 - \$41.66	\$375.00 - \$500.00
MANAGEMENT CO. #2	\$52.08 - \$62.50	\$625.00 - \$750.00
MANAGEMENT CO. #3	\$250.00	\$3,000.00

Every resident needs to start thinking about the future. The ONLY way our roads and facilities get maintained and upgraded is by action of the Board of Directors. You can help by joining the Board. It's not too late! Please submit your name as a "write in" candidate when you get your SHLOA ballot in the mail this month. We need you on the Board! We need your help to keep our assessments stable and our community safe, clean, maintained, and affordable! Please run as a write-in candidate when you receive your ballot. We cannot do it without YOU!

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

e-mail: 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.

Budget

2014 BUDGET AS OF APRIL 30, 2014	2014 BUDGET	YTD	DIFFERENCE
INCOME			
2014 HOME OWNER'S ASSESSMENTS	\$114,300.00	\$99,780.69	(\$14,519.31)
MISC INCOME	\$300.00	\$70.00	(\$230.00)
OPERATING INTEREST	\$100.00	\$0.00	(\$100.00)
TOTAL INCOME	\$114,700.00	\$99,850.69	(\$14,849.31)
2014 RESERVE ALLOCATIONS			
CAPITAL IMPROVEMENT FUND	\$17,145.00	\$14,967.10	(\$2,177.90)
EMERGENCY FUND	\$11,430.00	\$9,978.07	(\$1,451.93)
AVAILABLE 2014 RESERVE FUND	\$9,405.00	\$0.00	(\$9,405.00)
TOTAL RESERVE ALLOCATIONS	\$37,980.00	\$24,945.17	(\$13,034.83)
2014 BUDGET	\$76,720.00	\$74,905.52	(\$1,814.48)
FIXED EXPENSES			
INSURANCE/TAXES/LICENCES/PERMITS	\$4,500.00	\$3,327.94	(\$1,172.06)
STORAGE	\$600.00	\$600.00	\$0.00
PHONE AT LAKE	\$450.00	\$162.72	(\$287.28)
LIGHTS AT LAKE & BALLFIELD	\$270.00	\$79.83	(\$190.17)
RELIEF STATION	\$1,000.00	\$0.00	(\$1,000.00)
COMMUNICATIONS	\$1,950.00	\$200.00	(\$1,750.00)
ANNUAL ELECTION/MEETING	\$450.00	\$100.81	(\$349.19)
TOTAL	\$9,220.00	\$4,471.30	(\$4,748.70)
ADMINISTRATIVE			
ADMINISTRATIVE/OFFICE SUPPLIES	\$300.00	\$28.73	(\$271.27)
COMPUTER, SOFTWARE, OFFICE EQUIP	\$400.00	\$57.22	(\$342.78)
LEGAL FEES	\$4,500.00	(\$170.00)	(\$4,670.00)
TREASURERS/ACCOUNTING/INVOICING	\$3,700.00	\$169.41	(\$3,530.59)
TOTAL	\$8,900.00	\$85.36	(\$8,814.64)
ROADS			
UNPAVED MAINTENANCE	\$14,000.00	\$0.00	(\$14,000.00)
PAVED MAINTENANCE	\$10,000.00	\$168.86	(\$9,831.14)
UPGRADES	\$8,500.00	\$1,395.00	(\$7,105.00)
SNOW REMOVAL	\$11,500.00	\$10,125.00	(\$1,375.00)
TOTAL	\$44,000.00	\$11,688.86	(\$32,311.14)
COMMON FACILITIES			
LAKE ATTENDANT	\$4,500.00	\$0.00	(\$4,500.00)
LAWN CONTRACT	\$6,100.00	\$0.00	(\$6,100.00)
MAINTENANCE	\$4,000.00	\$0.00	(\$4,000.00)
TOTAL	\$14,600.00	\$0.00	(\$14,600.00)
TOTAL 2014 BUDGET EXPENSES	\$76,720.00	\$16,245.52	(\$60,474.48)

Clean-Up Day Held May 3, 2014

Sleepy Hollow is very fortunate to have an energetic group of residents who again volunteered to help out on Clean-Up Day. Thanks to everyone who came out on Saturday, May 3rd for Clean-Up Day! Sleepy Hollow volunteers re-set the concrete erosion barriers at the beach, stained the top railing of the new fence at the lake, picked up trash along the roadside, cleaned ditch lines of debris, tidied up the flowerbeds at the entrance sign, cut brush and trees obstructing parking areas in our common facilities, and raked and cleaned the beach and sand at the lake. Work assignments and supplies were coordinated by VP of Roads, Roger Brown. Many residents brought their own trash bags, hand tools, power tools, vehicles, ATVs, and fuel to get the job done!

Many thanks to all those who volunteered to help improve the appearance and safety of our community including: Roger, Amy, Emily, Jonathan, Hannah and Shawn; Rick; Don; Jason; Mary and Lou; Jim and Kathy; Ralph and Mary; and Rick, Sandy and Jonathan. Their last names are all the same: Good-neighbor!

When the day ended, our community volunteers broke bread together with a wonderful cook-out provided by the Board. Rick I. manned the grill and several residents brought side dishes to round out a great picnic meal shared by neighbors and friends. Thanks again to all who participated this year, and we hope to see many more volunteers at next year's clean-up day. Volunteers are always needed and appreciated. Come on out for our next clean-up day, meet the neighbors, get some exercise, and have some fun!





*Thank You
To All Our Volunteers!*

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

**PRSRT-STD
U.S. POSTAGE PAID
MARTINSBURG, WV
PERMIT NUMBER 236**

RETURN SERVICE REQUESTED