

Sleepy Hollow Lot Owners Association Newsletter

www.shloa.com

May 2018

2018 SHLOA ELECTIONS



	<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 BOARD OF DIRECTOR ELECTIONS

Ballots Coming in May 2018

In the coming weeks, each property owner of record will receive a ballot, one for each lot owned, for the purpose of electing three (3) members to the seven-member Board of Directors. SHLOA received only one (1) resume by the April 15, 2018, due date. The single resume submitted is printed on page 3.

We need residents to run as write-in candidates! If you are a member in good standing and would like to run for the Board of Directors, you can do so by becoming a “write-in candidate.” Simply write your name in the space provided on the ballot(s) and mail it to arrive on or before June 6th. The election results will be announced at the Annual Meeting scheduled for 10:00 A.M., Saturday, June 9, 2018, 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 SHLOA Bylaws and the laws of WV, the Board is responsible for managing the affairs of the SHLOA Corporation and is vested with the authority to establish and collect assessments for the purpose of maintaining the roads and common facilities; paying insurance, taxes, and legal fees; and complying with all local, state, and federal requirements.

What Happens If Nobody Runs For Board Office?

Without caring volunteers to run the Board and carry out the responsibilities spelled out in the Bylaws, we will have no choice but to turn to a 3rd party management company to run the affairs of the SHLOA Corporation.

No one wants to turn SHLOA over to a HOA management company, but we will have little choice if we do not have residents willing to volunteer a small share of their time and talent to run it as a community. We desperately need your help to fill the vacant positions on the Board. The present Board works hard to make this community a pleasant place to live. However, we can’t do it alone and we need volunteers to run as write-in candidates to fill the three (3) positions open for election this cycle. We are at a critical juncture as a community and the time to act is now!

In 2013, we faced a similar crisis of non-participation and multiple vacancies of the Board. At that time, we contacted several Management Companies in the area and told them what we do as a volunteer Board of Directors. They were amazed. One company estimated that it would cost \$50,000.00 to \$75,000.00 a year (in 2013 dollars!) in addition to what you already pay in assessments to run the Association. That would mean that each of us would have to pay an additional \$200.00 or 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 management company said that they charge residents in their community an assessment of \$250.00 per month to do what we do. Think about that, and then act on it! The chart below shows the potential financial impact:

ASSESSMENTS FOR EACH LOT	PER MONTH	PER YEAR (in 2013 \$s)
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, young and old, needs to think about the future. We need your help. We cannot do it alone; and it’s not too late to step up and get involved. You can be a write-in candidate and run for the Board this election cycle. **Please submit your name as a “write in” candidate** when you get your SHLOA ballot in a few weeks. We need you! Current Board members will gladly welcome and provide training, support, and assistance for newly elected Board members.

RESUMES FOR BOARD OF DIRECTORS

The following member(s) 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 member(s) 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 below for write-in instructions.)

RESUMES

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 12 years as your VP of Roads. In that time we have made some major improvements to the community roadways. However, road maintenance is an ongoing process and 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.

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 Record (April 15, 2018).

Ballot Card(s): All votes for the Board of Directors must be made on official ballot card(s) mailed to you by the Election Committee. The ballot will display the printed names of candidates who submitted their resumes by the April 15, 2018, deadline. There is also space for write-in candidates who did not submit resumes. You may vote for up to three (3) candidates in this election cycle. Ballots will be mailed to each lot owner of record in May. 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. Elaine Wright or Election Committee member Rick Inclima. Ballot(s) must be received by June 6, 2018. Please be sure to affix postage to your ballot before mailing.

SAMPLE BALLOT

2018 SHLOA ANNUAL ELECTION SAMPLE 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 three (3) 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 Inclima, 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

Write-In Candidate(s) Space

1. _____ 2. _____

3. _____ 4. _____

Owners' Signature: _____

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

BALLOT MUST BE RECEIVED BY JUNE 6, 2018

WRITE- IN
CANDIDATES:
PRINT NAME
HERE

Annual Membership Meeting: June 9, 2018

The Annual Membership Meeting is scheduled to be held on Saturday, June 9, 2018, 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 2018 Board Elections.

Order of Business for Annual Meeting (Tentative; subject to change):

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

Please Get Involved! Please Run for SHLOA Board! Please Attend Meeting!

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 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.

Road Contractor Selected

In early March 2018, volunteer members of the SHLOA Roads Committee conducted a comprehensive inspection of our roads to determine maintenance needs and prioritize same for the upcoming maintenance season. A detailed report from the Roads Committee was thereafter submitted to the Board of Directors for review.

The Board has again selected Pentoney Brothers Contracting, a local company from Hedgesville, WV, to perform the 2018 maintenance work on our unpaved roads and associated drainage ditches and culverts. The

work will entail grading, ditch and drainage work, and the application and rolling of stone and shale on unpaved roads per SHLOA specifications.

Barring any unforeseen complications, we anticipate the work to begin in mid-May with completion by mid-June, weather permitting.

Please be mindful that the Board of Directors is required to prioritize work each year based upon the availability of budget funds. Thus, the worst roads are given the highest priority each year based upon the Roads Committee Report and the availability of funds.

Residents are reminded to use extreme caution while navigating our roads during the upcoming maintenance season. There will be heavy construction equipment, large trucks, and workmen on our roads throughout the duration of the work project. For your safety and the safety of our contractor employees, please slow down, be careful around workmen and equipment, and drive safely. Thank you!

Lake Access for All Lot Owners

Covenants provide for Perpetual Use and Access by Owners

One of the benefits of being a resident of Sleepy Hollow is our beautiful lake. Every lot owner has been granted, in perpetuity, access to the lake for the purpose of fishing, swimming, boating, etc. by the Sleepy Hollow covenants. The covenants (available at www.shloa.com) are conveyed along with your property deed and are legal and binding on all owners.

The covenants provide a 10-foot wide “walking easement” around the lake. All lot owners in Sleepy Hollow are granted rights under our covenants to use this 10-foot easement for walking and fishing. However, lot owners are reminded that access to the walking easement should be through publicly accessible routes only; trespassing on private property is prohibited.

Lot owners on the lake which abut the easement may use the land for such purposes as they desire so long as the right of other lot owners to walk and fish from the easement area is not impaired. This means that a lot owner whose property abuts the lake may have a floating dock or sitting area down by the lake; however, they must not construct stairways, ramps, etc. across the “walking easement” which impede or obstruct access.

There are many new lot owners who may not know what our covenants provide. It is for this reason that we are highlighting some of the lake covenants in this newsletter. SHLOA Covenant numbers 14-16, which pertain to the lake, have been reproduced below for your convenience:

- 14) All lot owners shall have perpetual use of the Sleepy Hollow Subdivision Lake for the purpose of fishing, swimming and boating in and on same.
- 15) No boat motors or other motors of any nature whatsoever may be used in any way in or on Sleepy Hollow Lake.
- 16) The 10-foot easement shown on the plat above described and designated as a walking easement shall be for the benefit of all lot owners, but only for the purpose of walking and fishing thereon and therefrom; lot owners owning lots across which said easement passes may use such land for such purposes as they desire so long as the right of other lot owners to walk and fish therefrom is not obstructed or impaired.

BUDGET

2018 Budget as of March 31, 2018	2017 BUDGET	YTD	DIFFERENCE
INCOME			
2017 HOME OWNERS ASSESSMENTS	\$114,300.00	\$95,871.70	18,428.30
MISCELLANEOUS INCOME	\$300.00	\$5.00	295.00
OPERATING INTEREST	\$100.00	\$0.00	100.00
REFUNDS		\$0.00	
MAIL BOXES		\$0.00	\$0.00
TOTAL INCOME	\$114,700.00	\$95,871.70	18,828.30
2017 RESERVE ALLOCATIONS			
CAPITAL IMPROVEMENT FUND	\$17,145.00	\$14,380.76	2,764.24
EMERGENCY FUND	\$11,430.00	\$9,587.17	1,842.83
TOTAL RESERVE FUND	\$28,575.00	\$23,967.93	4,607.07
FIXED EXPENSES			
INSURANCE/TAX/LICENCES/PERMITS	\$4,500.00	\$4,150.11	349.89
STORAGE	\$600.00	\$0.00	600.00
PHONE AT LAKE	\$550.00	\$136.12	413.88
LIGHTS AT BALLFIELD AND LAKE	\$320.00	\$74.88	245.12
RELIEF STATIONS	\$1,000.00	\$0.00	1,000.00
COMMUNICATIONS	\$1,800.00	\$283.00	1,517.00
TOTAL	\$8,770.00	\$4,644.11	4,125.89
ADMINISTRATIVE			
ADMINISTRATIVE/OFFICE SUPPLIES	\$500.00	\$66.50	433.50
COMPUTER, SOFTWARE, OFFICE EQPT	\$150.00	\$0.00	150.00
LEGAL FEES	\$5,000.00	\$2,000.00	3,000.00
TREASURERS/ACCOUNTING/INVOICING	\$3,700.00	\$351.21	3,348.79
TOTAL	\$9,350.00	\$2,417.71	6,932.29
ROAD UPGRADES			
UNPAVED	\$24,000.00	\$1,100.00	22,900.00
PAVED	\$1,000.00	\$0.00	1,000.00
SNOW REMOVAL	\$12,000.00	\$5,615.89	6,384.11
TOTAL	\$37,000.00	\$6,715.89	30,284.11
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	\$3,922.00	3,378.00
CASUAL LABOR	\$1,000.00	\$0.00	1,000.00
COMMUNITY ACTIVITIES	\$1,200.00	\$108.30	1,091.70
TOTAL	\$21,100.00	\$4,030.30	17,069.70
2017 RESERVE FUND			
	\$9,905.00		
TOTAL 2017 EXPENSES	\$114,300.00	\$41,775.94	72,524.06

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