

Sleepy Hollow Lot Owners Association Newsletter

www.shloa.com

March 2023



| <u>SHLOA BOARD</u> | <u>sleepyhollowhoawv@yahoo.com</u> |
|----------------------|-------------------------------------------------------------------------------------|
| President | Rick Inclima |
| Vice President | CJ Happel |
| Treasurer | Rick Roscoe |
| VP Roads | Roger Brown |
| VP Communication | Zoe Harris |
| VP Common Facilities | Rose Carpenter |
| Secretary | Amanda Cooper |

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.**

FROM THE BOARD

President

As the Spring season is almost upon us, so is the annual election for the SHLOA Board of Directors. The SHLOA Board is made up of elected (unpaid) volunteers who share their time and talent to help maintain and improve our community for the benefit of all its owners/residents.

Operating SHLOA takes people like you and talents like yours. I appeal to all owners to consider running for office in the 2023 election cycle. Please see the “Request for Resumes” published in this newsletter, submit your resume by April 15th, and get your name on the ballot. Current officers will provide training, guidance, and support for all new members elected to the Board of Directors.

There will also be space for “write-in candidates” on the 2023 ballot. Ballots will be mailed to each owner in good standing in last half of May, so even if your name is not printed on the ballot, you can run for a position on the Board as a write-in candidate.

The future of SHLOA, and the future cost of annual assessments, is really up to the lot owners. To keep assessments down and help keep our community in a state of good repair, please submit your resume and run for a position. There are also a number of standing committees (Roads, Common Facilities, Communications, and Elections Committees) that you can volunteer to assist. If you cannot commit to run for election, please consider volunteering for one of our standing committees.

SHLOA has been very fortunate to have a number of young and very talented members elected to the Board the past several election cycles. They have hit the ground running and are serving with exceptional enthusiasm, dedication, competence and skill. Sleepy Hollow is undeniably a better place because of their efforts. I am committed to assisting and supporting this next generation of leaders, and will endeavor to pass along any experience or institutional knowledge I have gained during my 12+ years of service to the Board.

Please consider joining the Board and being part of the transition to the future. If you have any questions about becoming a board member and serving on a committee, I invite you to call me or send an email to sleepyhollowhoawv@yahoo.com. I look forward to hearing from you and working with you to keep Sleepy Hollow an affordable and great place to live and enjoy.

Rick Inclima

Vice President of Roads

Hello residents of Sleepy Hollow, this is Roger Brown V.P. of the Roads. To give you a little insight of what has been accomplished since I stepped back into the role as V.P. of the roads 3 months ago. The potholes have been temporarily repaired throughout Audubon, as well as the back side of Maverick has been scraped off and new shale put down (Due to salt being placed on it, that caused a muddy mess!) Please DO NOT PUT SALT ON THE DIRT ROADS!! (Salt on the dirt roads will cause it to not dry up, as well as not freeze and is very costly to the community!) IF FOR ANY REASON ANYTHING NEEDS TO BE PUT DOWN ON THEM, PLEASE USE CINDERS ONLY!!! The Blue barrels are filled with cinders to help with traction. If you encounter any issues, please feel free to use those (that is what they are for).

Preparing your vehicle for winter is your responsibility!! Such as snow tires, studded snow tires, snow chains etc. We do live on the side of a mountain. Culvert pipes for your driveway are your responsibility to maintain and keep clear. Please keep your culverts clear, if they are blocked then the water flow will reroute and cause possible damage to the roads.

Mountain Lake Landscape has the contract this year for snow removal. So far they have done an amazing job at keeping the roads cleared and treated, and we plan on continuing our relationship with them for years to come. The roads will be inspected over the next month to prepare for spring maintenance. Thank you for your cooperation.

Roger Brown

Vice President of Communications

Beginning this year I have been training closely with Rick Roscoe to be able to take on the responsibility of becoming our new treasurer. I understand this is a large role to take on, but I am very eager to accept this position. It has been a pleasure living in this community and I look forward to this opportunity to meet more of my neighbors!

Zoë Harris

SHLOA Corporation Needs Board Members!

Four Positions open for Election in 2023

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 personal stake 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. The Bylaws are posted on our website at www.shloa.com. Per the Bylaws, the 7-member Board of Directors consists of a President, Vice President, Secretary, Treasurer, Vice President of Roads, Vice President of Common Facilities, and Vice President of Communications.

This year, four (4) positions (President, Vice President, VP Roads, and Treasurer) are open for election. Term of office is two years, beginning June 10, 2023 (the date of the 2023 Annual Membership Meeting).

You are encouraged to run for a position of the Board of Directors. Please see the CALL FOR RESUMES published in this newsletter and submit a resume announcing your intent to run for a Board of Directors position. Resumes must be received by SHLOA on or before April, 15, 2023.

Resumes will be printed in the 2nd Quarter (May) newsletter, and the names of those submitting resumes will be printed on the 2023 ballot. Ballots will be mailed to each lot owner of record in May. Election results will be announced at the Annual Meeting scheduled for June 10, 2023, at 10:00 AM at the ball field pavilion.

SHLOA ANNUAL MEMBERSHIP MEETING

The Annual Membership Meeting will be held on Saturday, June 10, 2023, at 10:00 AM at the ball field pavilion. This is your opportunity to meet the Board of Directors, volunteer for committees, and get involved. All residents are invited to attend. Please bring a lawn chair!

CALL FOR RESUMES - SHLOA BOARD OF DIRECTORS

It is time to elect members to the SHLOA Board of Directors. This year there are four (4) positions open for election on the Board. Resumes received will be printed in the 2nd Quarter Newsletter and the names of candidates submitting resumes will be printed on the ballot. Ballot will be mailed to all owners of record in May.

You can self-nominate for a Board position by submitting a resume including your name, 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, 2023.

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, 2023.

SHLOA needs your help and welcomes your participation! We need concerned owners to bring your ideas and talent, get involved, and learn the operating processes of managing our HOA!

Please send your resume to by April 15th to:

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

Or email your resume to: sleepyhollowhoawv@yahoo.com

Need a Mailbox?

If you need a mailbox at the ball field, or have questions regarding your mailbox, please contact SHLOA Treasurer Rick Roscoe at the number listed on page 1 of this newsletter.

NOTE: Due to the growth of our community, the Board has approved the purchase of two additional banks of mailboxes. The additional mailboxes will be installed at the ball field in 2023.

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. SHLOA 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.

Emergency Road Repairs; Maverick Road

Following the recent mid-January snowfall, the backside of Maverick Road was rendered a muddy, slippery, sloppy mess as a result of some unknown person spreading salt on the hill. As most folks know, spreading salt on unpaved roads will turn them to mush and make the road virtually impassable. This unmitigated (and unnecessary) man-made disaster required a significant expenditure of time and funds to repair.

SHLOA's Vice President of Roads, Roger Brown, facilitated the emergency road repairs in conjunction with our road's contractor. Our contractor brought in heavy equipment to remove the (muddy/slick) salt-contaminated road surface, clean and redefine the drainage ditches, build up the road surface with 6-8 inches of hard shale, and grade/crown the road to facilitate runoff and drainage. A special thanks to our contractor, Pentoney Brothers Contracting and VP Roads R. Brown for timely addressing this emergency repair.



This is what happens when salt is applied to unpaved dirt/gravel roads.
NEVER APPLY SALT TO UNPAVED ROAD SURFACES!

LAKE ATTENDANT POSITION

SHLOA is accepting applications for lake attendants for the 2023 summer season. This is for either one full time position or two part time positions 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 by 5/1/23. Duties include checking lake passes to assure only residents and their authorized guests have access to the lake, ensuring lake rules are followed, being on duty and present on the beach during peak times.

If interested please mail your resume to 65 Audubon Road, Hedgesville, WV 25427 ATTN: Rose Carpenter or email wvrose612@gmail.com. Upon receipt of your resume, you will be contacted to discuss the position.

Sign up to Receive SHLOA Newsletters by Email

You can help SHLOA reduce the cost associated with printing and mailing our newsletters by signing up to receive the SHLOA Newsletter by email. Simply email us at sleepyhollowhoawv@yahoo.com and put "NEWSLETTER" in the subject line. Please include your name, current mailing address, 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.

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

SHLOA and Community Volunteers Host Visit with Santa

The cocoa, candy canes and cookies with santa on 12/17 was a hit! The kids had fun and really enjoyed the treats and the hot cocoa was enjoyed by all. It was great seeing the kids faces when they met Santa and got to sit on his lap. A wonderful time was had by all! Thanks to Nick Banks for playing Santa.

Rose Carpenter
VP Common Facilities



| 2022 Budget AS OF Jan 14, 2023 | 2022 BUDGET | YTD | DIFFERENCE |
|-----------------------------------|---------------------|--------------------|--------------------|
| INCOME | | | |
| 2022 HOME OWNERS ASSESSMENTS | \$139,150.00 | \$88,825.00 | \$50,325.00 |
| PAST DUE (2018 AND PRIOR) TARGET | \$5,000.00 | \$1,200.00 | \$3,800.00 |
| MISCELLANEOUS INCOME | \$100.00 | \$0.00 | \$100.00 |
| OPERATING INTEREST | | \$0.00 | \$0.00 |
| REFUNDS | | \$0.00 | |
| MAIL BOXES | \$350.00 | \$0.00 | |
| TOTAL INCOME | \$144,600.00 | \$90,025.00 | \$54,575.00 |
| 2022 RESERVE ALLOCATIONS | | | |
| CAPITAL IMPROVEMENT FUND | \$17,145.00 | \$13,503.75 | \$3,641.25 |
| EMERGENCY FUND | \$11,430.00 | \$9,002.50 | \$2,427.50 |
| TOTAL RESERVE FUND | \$28,575.00 | \$22,506.25 | \$6,068.75 |
| FIXED ESPENSES | | | |
| INSURANCE/TAX/LICENCES/PERMITS | \$4,500.00 | \$2,808.37 | \$1,691.63 |
| STORAGE | \$600.00 | \$0.00 | \$600.00 |
| LIGHTS AT BALLFIELD AND LAKE | \$320.00 | \$49.28 | \$270.72 |
| RELIEF STATIONS | \$1,100.00 | \$0.00 | \$1,100.00 |
| COMMUNICATIONS | \$1,800.00 | \$199.90 | \$1,600.10 |
| TOTAL | \$8,320.00 | \$3,057.55 | \$5,262.45 |
| ADMINISTRATIVE | | | |
| ADMINISTRATIVE/OFFICE SUPPLIES | \$500.00 | \$0.00 | \$500.00 |
| COMPUTER, SOFTWARE, OFFICE EQPT | \$150.00 | \$49.90 | \$100.10 |
| LEGAL FEES | \$5,000.00 | \$1,500.00 | \$3,500.00 |
| TREASURERS/ACCOUNTING/INVOICING | \$3,700.00 | \$1.50 | \$3,698.50 |
| TOTAL | \$9,350.00 | \$1,551.40 | \$7,798.60 |
| ROAD UPGRADES | | | |
| UNPAVED | \$40,000.00 | \$0.00 | \$40,000.00 |
| PAVED | \$1,000.00 | \$0.00 | \$1,000.00 |
| SNOW REMOVAL | \$12,000.00 | \$1,242.74 | \$10,757.26 |
| TOTAL | \$53,000.00 | \$1,242.74 | \$51,757.26 |
| COMMON FACILITIES | | | |
| LAKE ATTENDANT | \$6,500.00 | \$0.00 | \$6,500.00 |
| LAWN CUTTING | \$5,100.00 | \$0.00 | \$5,100.00 |
| MAINTENANCE | \$7,300.00 | \$450.00 | \$6,850.00 |
| CASUAL LABOR | \$1,500.00 | \$0.00 | \$1,500.00 |
| COMMUNITY ACTIVITIES | \$600.00 | \$0.00 | \$600.00 |
| TOTAL | \$21,000.00 | \$450.00 | \$20,550.00 |
| 2022 RESERVE FUND | | | |
| | \$24,355.00 | | |
| TOTAL 2022 EXPENSES | \$144,600.00 | \$28,807.94 | \$115,792.06 |
| ACTUAL 2022 INCOME | \$90,025.00 | \$61,217.06 | |

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