

Sleepy Hollow Lot Owners Association Newsletter

www.shloa.com

May 2023



	<u>SHLOA BOARD</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

Board meeting are scheduled on the 2nd Saturday of each month at 10:00am at the ball field during non-winter months.

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

This edition of the SHLOA Newsletter is largely focused on the annual election for the Board of Directors. Printed below under “Resumes Submitted for Election to the Board” are the intentions of six eligible members who have declared their candidacy for the Board. The names of these six willing volunteers will be printed on the official election ballot. There are four (4) positions on the Board up for election this cycle. Election ballots will be mailed to all eligible lot owners in May.

I encourage every lot owner to vote their ballots and determine who will fill these four Board positions for the ensuing two-year terms of office. The composition of the Board of Directors is vitally important. The Board sets the assessment rates, maintains the roads and common facilities, and manages the day-to-day operations of the Association.

Sleepy Hollow is not the quaint, small, seasonal community it once was. Sleepy Hollow has grown into a full-time residential community where families live year around, raise their children, attend school, and make life-long memories. We always need concerned residents to participate in Board elections, run for positions, and volunteer to serve on the various standing committees (i.e., Election Committee, Roads Committee, Common Facilities Committee, and Communications Committee). Your participation helps keep Sleepy Hollow a safe and affordable place to live and enjoy.

The election ballot will have a space for “write-in” candidates. If you are interested in running for the Board, you can still do so by writing your name in on the ballot. Please consider self-nominating by entering your name in the write-in section of your ballot (and encourage your friends and neighbors to write you in as well). All votes (including write-in votes) will be tallied and reported by the Election Committee at the Annual Membership Meeting to be held on June 10, 2023 @ 10:00am at the ball field pavilion. Please see the Annual Membership Meeting announcement, agenda, and sample ballot published elsewhere in this newsletter.

If you have any questions about the upcoming Board elections, the candidate write-in process, serving on the Board, or participating on a committee, please do not hesitate to contact me directly by phone or email at sleepyhollowhoawv@yahoo.com. Thank you.

Rick Inclima

SHLOA Board Elections and Annual Meeting

Election ballots will be mailed to each lot owner of record in May, at least 21 days in advance of the Annual Membership Meeting. Ballots must be signed by at least one lot owner and be received by June 9th.

Election results will be announced at the Annual Meeting scheduled for **Saturday, June 10, 2023**, at 10:00 AM at the ball field pavilion. Please bring a chair, your questions and your ideas. The Annual Meeting is your opportunity to interact with the Board of Directors and fellow lot owners. Please come and learn what’s going on in our community, including discussions on present and future needs and challenges.

The Annual Meeting will transact such business that may be properly brought to the floor and announce the results of the 2023 Board Elections.

Order of Business for Annual Membership Meeting, June 10, 2023 @ 10:00am:

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

Resumes Submitted for Election to the Board:

I have been a lot owner in Sleepy Hollow since 2006 and have served on the Board since 2012. I have been honored to work with --and learn from-- some great people on the Board over the past 10+ years.

I have decided to run for one more term to help transition the Board to the next generation. If elected, I will endeavor to pass along any knowledge and experience I have gained during my tenure. My goal for this term is to mentor and encourage current Board members and provide a procedural roadmap for future Boards so that Sleepy Hollow will continue to be the livable, affordable, well-maintained community we all enjoy. Thank you.

Rick Inclima

I have been an owner in SHLOA for 50 years, shortly after the development was started. I have served on the board in all positions. I am currently serving as your treasurer and have served in this position for over 8 years. Have worked on collecting overdue assessments through the lien process and property judgements. With Zoe Harris' assistance, Treasurer will be able to concentrate more on owners who fail to meet the assessment obligation.

I look forward to serving our community to the best of my ability.

Rick Roscoe

I, Christopher Happel, am currently a member of the Board. I would like to run again this term for a position on the Board. Thank you.

Christopher Happel

I have been an owner since 2004 and have previously served on the board from 2006-2020 as the VP of roads. There have been a lot of improvements over the years. I am already working on road maintenance for this year and plan to see what money allows for upgrades.

My wife Jody and I have a long term interest in the community and would love to see it grow to a place we all feel safe with our investment.

Roger Brown

Hi my name is Jody Brown. My husband and I own a home on Audubon Rd, he has owned in the development since 2004 and has been on the board as V.P. of roads between 2006- 2020. He has recently stepped back into the role of V.P. of the roads. I have lived in the development since 2020. I am interested in participating and having a role as a board member to help ensure that the development we live in is a safe and healthy environment for our residents.

Jody Brown

My name is Amanda Hardy and I am interested in having a role on the board. I live on 2059 Audubon Road. I have lived in Sleepy Hollow for 3 years with my husband James Hardy who has lived here for many years prior. I have served on a little league board for a few years as treasure in the past but I am open to available positions. I want to help make the community a better place with the combined efforts of the board members and residents. I am raising my children here and want to do my part to help ensure it is a safe and great neighborhood for years to come.

Thank you for the consideration!

Amanda Hardy

SPRING CLEAN-UP DAY, SATURDAY MAY 20, 2023

Meet at Ball Field 9:00am

Please come and help us do some yearly tasks to clean up our community!

Please bring: Rakes, pruners, hedge trimmers, trash bags, etc.

Please wear: Work gloves, sturdy shoes, safety glasses, sunscreen, and a smile.

Thanks and looking forward to seeing you there!

ATTENTION HOMEOWNERS:

Summer is upon us. Please keep in mind the following:

Passes for the lake will be available at the lake when the attendant is present beginning the end of May.

1. Please remain courteous to the attendant at the lake.
2. The lake attendant is not a babysitter.

3. No after dusk parties at the lake.
4. Do not leave garbage/trash at the lake - **IF YOU BRING IT PLEASE TAKE IT HOME!**
5. The gate at the lake may be locked from dusk to dawn.
6. If residents see or hear activity at the lake at night you are encouraged to contact the police.

Enjoy the lake and have a safe and fun summer!

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.

Additional Mailboxes Installed

Due to the growth of our community, the Board recently approved the purchase of two additional banks of mailboxes. The additional mailboxes have been installed at the ball field to accommodate our growing community. This installation expands our capacity by an additional 32 mailboxes.

Please Vote. Your community thanks you!

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, at 248-760-6966 for another ballot.

Only an official ballot issued by SHLOA will be accepted.

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

___ Icabod Crane ___ John Audubon ___ Rose Redbud

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
Space

Candidates listed by name
have submitted/published resumes

Blocked or Missing Driveway Culverts

Installing and maintaining driveway culverts is the responsibility of property owners. Please keep your driveway culverts clear of debris to facilitate rainwater flow into the ditch lines. Otherwise, the water flows out on the road and causes serious erosion damage, especially on unpaved roads. Please help us keep our roads passable and in a state of good repair by installing and maintaining your driveway culverts.

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.

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 Bank Accounts Transferred to BCT

Due to the closing of the Truist/BB&T branch office in Hedgesville, SHLOA has transferred all Association bank accounts to Bank of Charles Town (BCT), 119 Cowardly Lion Road, Hedgesville, WV. All future payments of bills, invoices, taxes, etc. will be drawn from BCT effective immediately.

2023 Budget as of April 11, 2023	2023 BUDGET	YTD	DIFFERENCE
INCOME			
2020 HOME OWNERS ASSESSMENTS	\$139,150.00	\$106,010.00	\$33,140.00
PAST DUE (2018 AND PRIOR) TARGET	\$5,000.00	\$2,440.00	\$2,560.00
MISCELLANEOUS INCOME	\$100.00	\$0.00	\$100.00
OPERATING INTEREST		\$0.00	\$0.00
REFUNDS	\$0.00	\$0.00	\$0.00
MAIL BOXES	\$350.00	\$0.00	\$350.00
TOTAL INCOME	\$144,600.00	\$108,450.00	\$36,150.00
2023 RESERVE ALLOCATIONS			
CAPITAL IMPROVEMENT FUND	\$17,145.00	\$16,267.50	\$877.50
EMERGENCY FUND	\$11,430.00	\$10,845.00	\$585.00
TOTAL RESERVE FUND	\$28,575.00	\$27,112.50	\$1,462.50
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	\$99.96	\$220.04
RELIEF STATIONS	\$1,100.00	\$0.00	\$1,100.00
COMMUNICATIONS	\$1,800.00	\$493.20	\$1,306.80
TOTAL	\$8,320.00	\$3,401.53	\$4,918.47
ADMINISTRATIVE			
ADMINISTRATIVE/OFFICE SUPPLIES	\$500.00	\$252.12	\$247.88
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	\$913.36	\$2,786.64
TOTAL	\$9,350.00	\$2,715.38	\$6,634.62
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 CONTRACT	\$5,100.00	\$0.00	\$5,100.00
MAINTENANCE	\$7,300.00	\$512.29	\$6,787.71
CASUAL LABOR	\$1,500.00	\$0.00	\$1,500.00
COMMUNITY ACTIVITIES	\$600.00	\$0.00	\$600.00
TOTAL	\$21,000.00	\$512.29	\$20,487.71
2023 RESERVE FUND			
	\$27,112.50		
TOTAL EXPENSES	\$108,450.00	\$34,984.44	\$112,373.06

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