

**ASHTON WOODS PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

15 April 2023

Minutes of the Board of Directors Meeting of the Ashton Woods Property Owners Association (AWPOA), Moorefield, WV, held in-person.

PROPERTY OWNERS: Please note the four approved motions on pages 2 and 3.

I. CALL TO ORDER

Board member Jason Williams called the meeting to order at 10:05 a.m.

II. ROLL CALL OF OFFICERS

Present: Jason Williams, Cathy Baum, Steve Williams, John Rice, Hilary Collins
Four property owners also attended.

III. FINANCIAL REPORT

The Treasurer gave the report as follows: Total assets are \$334,500.17. This will decrease once grading and graveling are completed (see below for details).

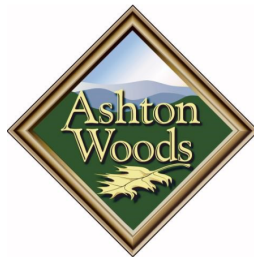
A. Current delinquencies: 104 lots have not paid the 2023 dues (totaling \$62,400 in delinquencies). Four lots underpaid for 2023. The Board will mail letters to these individuals per an approved motion (see below for details).

B. Past delinquencies: There are 15 properties for which historic dues have not been paid (totaling \$15,600). The Board will mail letters to these owners per an approved motion (see below for details).

IV. GENERAL BUSINESS

A. The Board asked the visiting property owners if they had comments. The property owners asked about road maintenance, shared frustrations regarding some road conditions, and asked why dues had increased.

- The Board explained maintaining 44 miles of roads requires snow plowing, grading, graveling, culvert repair/replacement, and other actions.
- During the 2022 Owners' Meeting, the Board requested dues increase from \$500 to \$600. (Dues had not increased for many years.) The motion passed with no dissent. The increase resulted from higher costs to repair and/or replace gates and the increase in material costs to maintain roads.
- The Board explained how two unforeseen events negatively impacted roads. First, the pandemic created more road usage than ever experienced. Second, an increase in new construction has resulted in construction trucks using and sometimes damaging the roads.

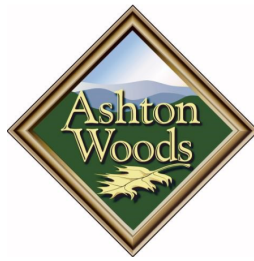


- As part of future business, the Board will explore whether AWPOA can recoup any costs from roads damaged by construction trucks. The most challenging factor would be figuring out how to assign culpability.
- Currently, grading and graveling the 44-miles of roads is occurring. Assuming weather cooperates and the contractor has drivers (which has been an issue), the entire effort should be complete by the end of May. The Board is working under a previous plan to grade and gravel every three years. Going forward, the Board will consider this more often for main roads and less often for side roads, which would save money.
- Finally, the Board explained tree cutting along some roads was due to freezing rains and strong winds that precariously bent trees over these roads. With easement responsibility for 30 feet from the center of roads, per the By-Laws, the Board arranged for the trees to be cut.

B. The Board discussed the 104 properties delinquent for 2023 dues.

- The Board realizes there is frustration that some did not receive emailed dues notices. The previous Board stopped mailing dues notices because of the pandemic and to save money. While this made sense then, the Board will now return to mailing dues notices.
- **The Treasurer motioned that dues notices be mailed to property owners who are delinquent for 2023 and/or for previous years. Motion approved by the Board.** The letters will go out soon.
- **The Treasurer motioned that for any delinquent dues as of 1 July 2023, the Board will charge 10% interest compounded per year and will apply administrative fees.** (Administrative fees include but are not limited to, certified mail and any legal cost incurred by AWPOA to collect the delinquent dues.) **Motion approved by the Board.** *The Board previously did not charge interest nor apply fees.*
- The Board is taking these actions to recoup \$78,000 owed by delinquent property owners per the AWPOA By-Laws, Article II, Sections 3 and 5. According to the West Virginia Uniform Common Interest Ownership Act § 36B-3-115, the Board could charge up to 18% interest.
- **Those who pay fully prior to 1 July 2023 will not incur interest or fees.**

C. Separately, the Vice President motioned that for expenses higher than \$1000, the Board will notify property owners through the website as an informational item to share how monies are spent to maintain Ashton Woods. Motion approved by the Board.



D. The Treasurer motioned to put Mr. Phil Rinker on a 48-month contract. Motion approved by the Board. After comparing Mr. Rinker's rates with others, he consistently comes in with lower costs while maintaining high quality work. Contract details will be approved at a future Board meeting.

V. UNFINISHED BUSINESS

- A. Move a portion (approximately 30% to 60%) of total assets to an interest bearing bank account pending consultation with CPA in Moorefield, WV. Approved by the Board on 9 February 2023. Subsequently, the Treasurer confirmed AWPOA can earn interest without risking the tax exempt status. This action will take place after paying for the current road work.
- B. **The 2023 Annual Picnic will occur on Saturday, 20 May 2023. The Board needs volunteers to assist.** Thanks to David and Grace Steckler for offering their property for the picnic. Location: Lot #113, 6830 Ashton Woods Drive.
- C. The 2023 Annual Owners' Meeting (28 October 2023) will occur at Moorefield Church of the Brethren.


VI. NEW BUSINESS

No new business was brought up by the Board.

VII. NEXT MEETING DATE

The next Board meeting will occur in June/July. Details will be forthcoming.

The Board meeting adjourned at 11:00 a.m.



Hilary F. Collins, Secretary
17 April 2023