

**2015 ANNUAL MEMBERSHIP MEETING MINUTES
FOR THE
APPLE MOUNTAIN LAKE SOUTH PROPERTY
OWNER'S ASSOCIATION**

Agenda

- Roll Call
- President's Announcements
- Gena Williams to present the 10 yr FireWise Plaque.
- Reading/Acceptance of Minutes from September 14, 2015 Membership Meeting
- President's Report
- Road Report
- Treasurer's Report
- Auditor's Report
- Bylaw/Covenant Changes
- Proposed Budget 2015/2016
- Souter Judicial Sale
- Election of Officers for New Board
- New Business

NOTE: Information discussed during the meeting and not part of the orginial agenda has been italicized for easier reference.

Apple Mountain Lake South POA
Membership Meeting Minutes
September 13, 2015
Linden Church

ROLL-CALL --- VOTING RECORD – September 14, 2014

Lot No.	Property Owner	Present to Vote	Voting by Proxy	Proxy Given to: (Name / Lot #)
1	Mansur			
2	Mansur			
3	Makely			
4	Tinsdale/Hibbs			
5	Warner	X		
6	New Owners ?? (Vandenboush's)			
7	Berrong			
8	Eggers			
9	Hattom/Byrne			
10	Crawford		X	Amy Lewis\Kim Bosser
11	Bosser	X		
12	Nejadian		X	Board
13	Becker			
14	Burke			
15	Chandler INACTIVE \$3191.36			
16	Haughey\Sackett INACTIVE \$1998.00			
17	Meeder			
18	Ayati			
19	Christen\Sylvia			
20	Souter INACTIVE \$12,039.14			
21	Hatfield	X		
22	King			
23	King			
24	Dickens	X		
25	Smallwood			
26	Black			
27	Kelly			
28	Hales	X		
29	Wisch			
30	Kilby	X		
31	Bussells/McGowan			
32	McNey			
33	Chapman		X	Jeff Allen
34	Dengel			
35	Mooney		X	Silver Crawford
36	Griffith			
37	Budwash			

TOTAL NON-VOTES _____ **51** _____ **(MEMBERS NOT ATTENDING AND NOT VOTING BY PROXY)**

TOTAL IN-ACTIVE MEMBERS _____ **3** _____ **(IN-ACTIVE MEMBERS HAVE NO VOTES)**

Announcements

The Association would like to thank Joette Kilby for hosting the second annual community picnic. Even though the turn out was low, a good time was had by all.

The Association can be reached by phone, e-mail, FaceBook or through our website.

Web Address: <http://www.amlspoa.org/>
Email Address: AMLSPOA@AMLSPOA.ORG
Phone: 540-305-9781 – please leave a message including your name, contact phone number, and address or lot number. A board member will return your call.

You can also follow us on FaceBook: <http://www.facebook.com/pages/Apple-Mountain-Lake-South-Property-Owners-Association/232184429908>

FireWise

Gena Williams with the Forestry Department presented the association with a 10 yr anniversary plaque.

2014 Annual Membership Minutes

- *Motions made and passed to waive reading of the minutes'*

2014/2015 President's Report

I want to begin by thanking the Board members for their hard work last year on the many projects throughout the year.

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Notable Accomplishments for 2014/2015

Mr. Pond was also successful in obtaining 3 judgments against member's with past due maintenance fees. He is currently working on obtaining judgments on 3 members with past due 2015 Road Maintenance fees. Current amounts that are past due are as follows:

- \$ 12,039.14 Souter (Apple Jack Circle)** *The foreclosure of Ms. Souter's property is moving forward nicely. Ms. Souter has appealed the sale of her property to the Supreme Court. The court has ruled to hear her case on September 3, 2015 at 11 AM. As of this time we have not heard the ruling from the Supreme Court.*
- \$ 4,653.93 Vandebosch (Apple Jack Road)** *Unfortunately Mr. Vandebosch's property went into foreclosure. We had to write this amount off as a loss.*
- \$ 3191.36 Chandler (Apple Jack Circle)** *We have been awarded a judgment against Mr. Chandler. However, Mr. Chandler has not show for interrogatories. There is currently a show cause warrant out for Mr. Chandler.*
- \$ 1998.00 Sackett (Apple Jack Circle)** *A Warrant and Debt was awarded and we will be having Ms. Sackett come in for interrogatories.*

\$21,882.43 Total

This is the 8th year the Board has offered Payment Plans to all members with many members taking advantage of the program.

Community Clean Up Day:

The Association did not implement a Community Clean Up Day this year due to the lack of interest from members. I strongly suggest the Association implement a Community Clean Up Day in the spring of 2016 to help minimize the cost of maintaining the sides of the roadways. If you can spare a day or a weekend in the spring of 2016, please contact the Board and volunteer. *We are trying to do something*

in October 2015 including renting a chipper. Please contact the Board if you are willing and able to help cut trees/brush and feed into the chipper.




Resident Action
Requested

Firewise/Community Day:

This is the Association's 10th year participating in the Firewise Program.

The Board plans to rent a chipper this fall to continue to clear the dead trees and brush on the sides of the roads. I would like to thank Jeff Allen, Don Hales, and all of the other volunteers for their ongoing commitment on this project. I would like to suggest that the board continue to do this to reduce a fuel source in case of fire. *Our long term goal is to widen the roads so that two cars can pass on any of the Association's roads. We are also trying to cut down on the amount of shade on the roads so that they dry faster in the winter. Orange ribbons on some of the trees on Apple Jack Circle are for future tree removal. Volunteers are needed to help remove the trees. Our main focus has been Newton Road because that road receives the heaviest use. Unfortunately, Apple Jack Circle doesn't get as much traffic so it's left for last. Anyone that is able to volunteer to help cut back the brush/trees, please let the Board know so that we can let you know when the chipper will be rented.*



Resident Action
Requested

Webpage/Facebook:

I'd like to thank Silver Crawford for all of the work she has done on maintaining and updating the Association's website. The web address for the Association is www.amlspoa.org and our email address is AMLSPOA@AMLSPOA.ORG
Please let us know if you have suggestions on things you would like to see on our website.

The Association can also be found on Facebook at
<http://www.facebook.com/pages/Apple-Mountain-Lake-South-Property-Owners-Association/232184429908>

Complaints:

The Board requests that all Association complaints and questions be mailed to the Association, emailed or leave a message on the Association cell phone. Please allow 3 to 4 days for someone to return your calls. *The Complaint Form is located on our website. There is an entire process that we have to follow (we voted this in last year) and the form includes a time table.*

AMLSPOA
P.O. Box 171
Linden, VA 22642
Cell: 540-305-9781
AMLSPOA@AMLSPOA.org

Please do not call board members at their homes with complaints. Board members are volunteers to our community and should be able to enjoy their personal time without interruptions. If there is a true emergency, please call the Warren County Sheriff's Department or Warren County Fire and Rescue.

Noted: Association emails are forwarded directly to the President (Gayl), Treasurer (Amy) and Secretary's (Gayl) personal email. We tend to respond quickly to email.

Gayl Hales, President 2014/2015

2015 Road Report

Presented by: Jeff Allen, Vice President of Roads, AMLSPOA

I'd like to start by saying it's been a pleasure to continue my service to the board of directors and to our community by serving as Vice President of Roads. This past year has been especially challenging. The extreme cold and heavy snow of this past winter took it's usual toll on our fragile roads. However, with a tremendous volunteer effort from myself, and several other of our neighbors, we were able to dramatically reduce our snow removal costs. I'd like to personally thank Collin Chapman, Dolan Crawford, and John McNey for their contribution to the snow removal effort. Your help was, and is GREATLY appreciated. I would also like to thank the Overholts for their efforts to keep the area around our signage, at Newton and CCC, clean and trimmed up.

We were, once again, able to do some maintenance on the road this spring. This maintenance included the usual grading and we were able to add several loads of stone to the road. We were, also, fortunate enough to get some assistance from VDOT. I was able to make a deal with them to "rake" our road, as compensation for the additional traffic on our road from the rt.55 bridge replacement project. They also, very generously, added some stone to the eastern side of Newton rd. I would like to apologize to the community for the hassle and frustration caused by the gate we installed, on the eastern end of Newton Dr. It was, however, a very successful means of thwarting the shortcut takers from Blue Mountain. Thus, reducing the increased wear and tear from the additional traffic.

Due to our strained financial situation, we were unable to afford the much needed dust control, this year. We were also unable to afford to pay our contractor to cut back the weeds and limbs along our roads. In the interest of the greater community good, I took my valuable time and resources and trimmed all the weeds back on the full length of Newton Rd., Apple Jack Rd. and parts of Apple Jack Circle. I have also been continuing my limb cutting campaign. I feel this is something that each homeowner should be taking responsibility for, instead of expecting the association to maintain your property for you.

I look forward to continuing to serve on the AMLSPOA board. I hope that more of our neighbors recognize the need to take responsibility for their own community and for the roads they drive on every day. We should all take pride in our neighborhood and try to keep in clean and well maintained. Additionally, it is critical that we all take

long look at how we drive on our roads. SLOW DOWN! The money you save WILL be your own.

2015 Treasurer's Report

Along with another harsh winter that brought us several sizeable snow falls, we also said goodbye to longtime board member Lynn Zeman. The HOA was able to save thousands of dollars due to the hard work of Jeff Allen, Donald Hales, Dolen Crawford, Colen Chapman and Mr. McNay. By donating their time and equipment to plow the roads of our neighborhood during multiple storms this past season, we were able to place more funds from the special assessment into our reserves. As an association we are still recovering from the winter of 2014 and the financial hardship plowing placed on the association during that fiscal year.

Looking to the future, we are placing another special assessment of one hundred dollars per lot, and raising dues in general twenty five dollars during fiscal year 2016. The increase along with the assessment is to continue our efforts in bolstering our reserve funds. This is important, as the Property Owners Association Act (55.1514.1 et seq) requires an audit of all associations to determine their financial readiness in case the need for major repairs arises. In our case, our largest expenditure is road maintenance. As a result of low reserve funds we have had to forgo applying dust control again this past fiscal cycle.

Payment plans will be offered again this year to all residents. Payment plans allow residents some financial relief while allowing the HOA to collect all dues as we continue our partnership in closing our reserve gap. During fiscal year 2015 we collected \$28,834.58, this left us with a \$3,610.04 negative balance. The special assessment imposed is being applied to our reserve funds, and proves that as a community we are becoming financially sound.

As a reminder, any ATV's used on community roadways must register with the association.

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- Treasurer Amy Lewis read the Treasurer's report.
 - Amy Noted the savings on Road maintenance thanks to the volunteer's, who volunteered their time this winter to plow the roads.
 - Gayl noted that she transferred over \$5435.54 to the savings account in August. She will be moving over the rest of the Special Assessment's once we receive a few more payments.

- Motion made and passed to unanimously accept the 2014-2015 Treasurer's Report.

Treasurer's Report

APPLE MOUNTAIN LAKE SOUTH PROPERTY OWNER'S ASSOCIATION
Report Date 6/30/2015

	TO DATE	BUDGET
2015 Road Fees- 65 Lots @ 350.00	\$ 19,591.47	\$22,750.00
Non-Refundable Impact Fee	\$ 0.00	\$ 0.00
CCC Road Escrow Fees 7 Lots @ 50.00	\$ 300.00	\$ 350.00
CCC Road Admin Fees 7 Lots @142.00	\$ 1343.99	\$ 994.00
Past Road Fees-	\$ 775.00	\$ 1,000.00
ATV Registration Fees	\$ 134.99	\$ 100.00
Late Fees	\$ 279.00	\$ 100.00
Attorney Fees/Court Fees	\$ 0.00	\$ 0.00
Disclosure Packets	\$ 200.00	\$ 100.00
Lien Release Fee	\$ 0.00	\$ 62.00
Bank Interest - Savings	\$ 0.00	\$ 100.00
Bank Interest – CD's	\$ 0.00	\$ 100.00
Firewise Grant	\$ 449.58	\$ 0.00
Special Assessment Fee	\$ 5435.54	\$ 6,500.00
CCC Road Special Assessment Fee	\$ 300.01	\$ 350.00
Billable Expense Income	\$ 25.00	\$ 0.00
TOTAL REVENUE	\$ 28,834.58	\$ 32,444.62
	RESERVES	BUDGET
ING CD	\$ 7,000.00	\$ 7,000.00
ING CD	\$ 7,000.00	\$ 7,000.00
Cash Reserves –Savings Acct	\$ 6,024.08	\$ 6,024.08
TOTAL RESERVES	\$ 20,024.08	\$ 20,024.08
	ROAD MAINTENANCE EXPENDITURES	
Snow Removal	\$ 5,751.60	\$ 6,000.00
Road Maintenance	\$ 2,550.00	\$13,500.00
TOTAL ROAD MAINTENANCE	\$ 8,301.60	\$19,500.00
	ADMINISTRATIVE EXPENDITURES	
Accounting/Review Fees	\$ 630.00	\$ 1,500.00
Attorney Fee's	\$ 3,617.70	\$ 6,000.00
Community Day	\$ 167.77	\$ 600.00
License/Filing Fees/Court Fees	\$ 236.75	\$ 200.00
Insurance-Property/Crime/Fraud	\$ 731.00	\$ 850.00
Meeting Place Rental Fee/Expenses	\$ 100.00	\$ 100.00
Printing/copying	\$ 0.00	\$ 100.00
Postage	\$ 223.09	\$ 400.00
Bank Charges	\$ 5.00	\$ 20.00

Office Supplies -Ink,Paper,Envelopes	\$ 200.52	\$ 650.00
Taxes		\$ 0.00
Subscription to Quicken	\$ 269.46	\$ 225.00
Subscription to Tracphone	\$ 105.67	\$ 145.00
Post Office Box Rental	\$ 58.00	\$ 50.00
Website	\$ 90.05	\$ 80.00
Firewise Program	\$ 692.49	\$ 0.00
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TOTAL ADMINISTRATIVE EXPENDITURES	\$ 7,127.50	\$10,920.00
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TOTAL EXPENDITURES	\$15,429.10	\$ 30,420.00
BB&T Checking Account Balance-\$25781.32		
CCC Road Escrow Road Account - \$2,446.00		

2013/2014 Auditor's Review

See Attached

- Gayl gave a brief overview of the Auditor's Review.
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Agenda Items:

CAST VOTE FOR THESE AGENDA ITEMS:

Covenants Section VII

E) Each property owner agrees to maintain his roadside and drainage ditches in such a manner as to prevent grass, weeds, limbs, vines, and trees from impinging the said ditches or road. Roadsides shall be trimmed to a minimum of four(4) feet from the discernable edge of the gravel road and shall include the removal of any trees four(4) inches in diameter and smaller. Trees, tree limbs, vines, and any other foreign growth shall be cut back to provide a vertical clearance of a minimum of eighteen(18) feet high, not to overhang the road. Any ornamental plants or trees, if planted within

the described margin, shall be maintained such as to not overhang the road in any way. Any person who fails, refuses or neglects to cut or remove such grass, weeds, limbs, vines, trees, and other foreign growth, in the described manner, after receiving 30 days notice to do so from the Apple Mountain Lake South Property's Owners Association, shall be subject to a fine not to exceed \$100.00; In addition to said fine, the Board of Directors may have such grass, weeds, limbs, vines, trees, or other foreign growth which might endanger the health and safety of other residents of the Association cut by its own agents or a hired contractor, in which event the cost thereof shall be chargeable to and paid by the owners of such property and may be collected by the Association as fines. Every charge authorized by this section with which the owners of any such property shall have been assessed and remains unpaid shall subject the lot own to collection remedy available to the Association. See Bylaws Article V Charges Section 2.

- *There was a discussion from those who opposed this change to the Bylaws\Covenant's. Jeff Allen explained it maybe hard the first time the homeowner has to do it, but then the maintenance of the sides of the roads will be easier there after. He also expressed that it should not be the associations responsibility to maintain a homeowners property. By putting this responsibility back on the homeowner, this saves the association thousands of dollars.*

Proxies: Yes ____6____ No ____4____

Members Present: Yes ____6____ No ____2____

The Bylaw\Covenant change was approved.

Proposed Budget 2015\2016

**PLEASE NOTE THE INCREASE IN DUES WERE VOTED IN AT THE
SEPTEMBER 14, 2014 ANNUAL MEMBERSHIP MEETING**

Proposed Budget for 2015/2016

APPLE MOUNTAIN LAKE SOUTH PROPERTY OWNER'S ASSOCIATION

REVENUE

2015 Road Fees	65 Lots @ 375.00	\$24,375.00
CCC Road Escrow Fees	7 Lots @ 50.00	\$ 350.00
CCC Road Admin Fees	7 Lots @ 152.00	\$ 1,064.00
Past Year Road Fees		\$ 1,000.00
ATV Registration Fees		\$
100.00		
Late Fees		\$ 100.00
Disclosure Packets		\$ 100.00
Lien Release Fee		\$ 62.00
Bank Interest – Savings		\$ 100.00
Bank Interest – CD's		\$ 100.00
Special Assessment		\$ 6500.00
CCC Road Special Assessment		\$ 350.00
TOTAL REVENUE		\$34,201.00

ROAD MAINTENANCE EXPENDITURES

Snow Removal	\$ 8,000.00
Road Maintenance	\$13,500.00
TOTAL ROAD MAINTENANCE EXPENDITURES	
\$21,500.00	

ADMINISTRATIVE EXPENDITURES

Accounting/Review Fees	\$ 1,500.00
Attorney Fee's	\$ 6,000.00
Community Day	\$ 600.00
License/Filing Fees/Court Fees	\$ 200.00
Insurance – Property/Crime/Fraud	\$ 850.00
Meeting Place Rental Fee	\$ 100.00
Printing/Copying	\$ 100.00
Postage	\$ 400.00
Bank Charges	\$ 20.00
Office Supplies – Ink, Paper, Envelopes	\$ 650.00
Taxes	\$ 0.00
Quicken On-Line Registration	\$ 225.00
Tracfone Subscription	\$ 145.00
Post Office Box Rental	\$ 50.00

Projected Net Shortfall	\$ - 5,069.00
CHECKING ACCOUNT Balance	\$25,781.32
CCC Road Escrow Account	\$2446.00
Reserve Balance as of 6/30/15	
CD Balance	\$ 7,000.00
CD Balance	\$ 7,000.00
Savings Account Balance	<u>\$ 6,024.08</u>
Funds remaining in Reserve	\$20,024.08

Proxies: Yes _____ 8 _____ No _____ 2 _____

Members Present: Yes _____ 8 _____ No _____ 0 _____

The 2015-2016 Budget was approved.

Election of Officers for New Board

Chair Nomination of New Officers

- President – Gayl Hales
- Treasurer – Cecilia Hatfield
- Secretary – Vacant (Gayl Hales to fill until a Secretary is found)
- VP of Roads – Jeff Allen
- VP of Architecture – Joetta Kilby

Proxies: Yes _____ 10 _____ No ___ 0 _____

Member's Present Yes ___ 8 _____ No ___ 0 _____

Are there any nominations from the floor?

- Jeff Allen nominated Cecilia Hatfield for Treasurer

Selection for Road Committee

Selection for Audit Committee

- We will continue to use a third party to audit the AMLSPOA financial records.

Selection for FireWise Committee

- Joetta Kilby

Selection for Communication Committee

Gayl Hales

Selection for Community Day Committee

Joetta Kilby

REMINDER:

**Please be advised that the speed limit
throughout the AMLS Community is
15 MPH.**

**Vehicles traveling up the mountain have
the right of way.**

**Excessive speeds cause additional wear
and tear to our newly repaired roads.
You are saving yourself money by obeying
the speed limit.**