

**2016 ANNUAL MEMBERSHIP MEETING MINUTES
FOR THE
APPLE MOUNTAIN LAKE SOUTH PROPERTY
OWNER'S ASSOCIATION**

Agenda

- Roll Call
- President's Announcements
- 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 2016/2017
- Election of Officers for New Board
- New Business

Apple Mountain Lake South POA
Membership Meeting Minutes
September 11, 2016
Linden Church

ROLL-CALL --- VOTING RECORD – September 11, 2016

Lot No.	Property Owner	Present to Vote	Voting by Proxy	Proxy Given to: (Name / Lot #)
1	Mansur INACTIVE \$222.00			
2	Mansur INACTIVE \$222.00			
3	Makely			
4	Tinsdale\Hibbs			
5	Warner			
6	Toress			
7	Berrong			
8	Eggers			
9	Hattom/Byrne			
10	Crawford			
11	Bosser		X	Hales
12	Nejadian			
13	Becker			
14	Burke			
15	Chandler INACTIVE \$3,720.36			
16	Haughey\Sackett INACTIVE \$2,530.00			
17	Meeder			
18	Ayati INACTIVE \$300.00			
19	Christen\Sylvia	X		
20	Dawson	X		
21	Hatfield		X	Hales
22	King			
23	King			
24	Dickens		X	Board
25	Smallwood			
26	Black			
27	Kelly			
28	Hales	X		
29	Wisch			
30	Kilby	X		
31	Bussells/McGowan			
32	McNey			
33	Chapman			
34	Dengel			
35	Mooney			
36	Griffith			
37	Budwash			
38	Donovan			
39	Dagorn			

ROLL-CALL --- VOTING RECORD – September 11, 2016

Lot No.	Property Owner	Present to Vote	Voting by Proxy	Proxy Given to: (Name / Lot #)
40	Turner			
41	Overholt			
42	Cortes			
43	Ashby			
44	Conley			
45	Ashby			
46	Spottswood	X		
47	Rivera			
48	Atkins			
49	Ewell			
50	McClung			
51	Thompson		X	Hales
52 & 53	Heflin			
54	Heflin			
55	Perry			
56	Mercer-Moore			
57	Burt	X		
58	Shokes			
59	Lose			
60	Rogers			
61	Bank Owned			
62	Chroust			
63	Canales & Corriher			
64	Dawson	X		
65	Cicolini		X	Sylvia\Christian
66	Bush		X	Sylvia\Christian
67	Johnston, Jr.			
68	Golden		X	Board
69	Golden		X	Board
70	Horn			
71	Golden		X	Board
72	Allen	X		
73	Clark			

TOTAL ATTENDING VOTES: 8
TOTAL PROXY VOTES: 9
TOTAL VOTING AT MEETING: 17

TOTAL NON-VOTES 48 **(MEMBERS NOT ATTENDING AND NOT VOTING BY PROXY)**

**TOTAL IN-ACTIVE MEMBERS
MEMBERS HAVE NO VOTES**

6 (IN-ACTIVE

Announcements

Webpage/Facebook:

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 timetable.*

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.

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

Gayl Hales, President 2015/2016

2015 Annual Membership Minutes

See Attached.

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

2015/2016 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.

It saddens me that we are saying goodbye to another Board Member this year (Cecilia Hatfield (Treasurer)). The position of Treasurer is currently available.

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Notable Accomplishments for 2015/2016

Mr. Pond was also successful in obtaining 2 judgments against members with past due maintenance fees. He is currently working on obtaining judgments on 4 members with past due 2016 Road Maintenance fees. Current amounts that are past due are as follows:

- \$ 0.00** **Souter (Apple Jack Circle)** *The foreclosure of Ms. Souter's property was completed in March of 2016.. The Association received \$6,109.99 of the \$12,039.14. The attorney received \$5,929.15 of the \$12,039.14 owed to the association from Ms. Souter.*
- \$ 3,720.36** **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.*
- \$ 2,330.00** **Sackett (Apple Jack Circle)** *Currently on a monthly payment plan.*
- \$ 222.00** **Mansur (Newton Dr)** *Final Notice Sent on September 1, 2016. Must pay by September 13, 2016 to avoid Warrant and Debt.*
- \$ 300.00** **Ayita (Apple Jack Circle)** *Final Notice Sent on September 1, 2016. Must pay by September 13, 2016 to avoid Warrant and Debt.*

\$ 1,397.00 ***Bunnell (Apple Jack Circle)*** *We believe this property has gone into foreclosure and we need to local the name of the bank.*

\$ 7,969.36 **Total**

This is the 10th year the Board has offered Payment Plans to all members with many members taking advantage of the program.

Firewise:

Our community participated in the Virginia Department of Forestry’s “Firewise” fuel reduction program for the 11th year in a row.

Instead of paying for the chipper rental as stated in the AMLSPOA Mid-Year Update, a professional tree crew paid for by Firewise grant money came into our Association on July 18, 2016 with a powerful chipper/shredder machine! They removed trees and branches that had been put out by residents.

IMPORTANT: Please make note of how much time you spend working on cutting or dragging branches, clearing brush, maintaining your property and lawn, etc and send a quick email summary to Gayl Hales. Worksheets are available, if needed. However, you can simply send a note similar to this example:

From John and Jane Smith, 1234 Apple Jack Road, spent 2 hours each on 12/9/11 gathering branches.

We need to report our volunteer work hours to Firewise to help us get future grants. If you have already spent time working on clearing and cutting brush or please report those hours as well, and any future hours – we could use all the volunteer hours we can get!

I would like to thank Jeff Allen, Don Hales, and all of the other volunteers for their ongoing commitment on this project

We will continue to participate in the Firewise program in future years in order to help reduce the risk of wildfire in communities like ours.

2015/2016 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 was challenging. The extreme cold and heavy snow of this past winter, along with the storms and rain of this summer, have taken a heavy 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, and John McNey for their contribution to the snow removal

effort. I'd also like to thank Donald Hales, Jim Dickens, and Dolan Crawford for their help in clearing trees off the road after big storm we had in early June. Your help was, and is GREATLY appreciated.

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. However, the occasional rain downpour continues to wash the road and ditches out. We are continuing to work closely with our road maintenance contractor to repair the damage these rains have caused. Once again, we were unable to afford the much needed dust control, this year.

However, with the passage of the covenant change that placed the responsibility for cutting back the roadsides BACK on the property owner, we were able to save the money we had normally spent to have the roads cut professionally. I'd like to express my thanks to all the residents who made the effort to properly trim back their properties. There are, still, some of our neighbors who refuse to bring their road frontage in to compliance. We are currently in process of getting these properties cut back and back charging the property owner.

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, as always, WILL be your own.

2015/2016 Treasurer's Report

The HOA was able to save \$6,363.48 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 reserve fund.

The Association was able to meet the required amount needed in the reserve fund this year. 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.

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\2016 we collected \$41,345.10, this left us with a \$18,522.45 profit. The special assessment imposed, along with the settlement from Souter's foreclosure has been 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.

- *Gayl read the treasurer's report.*
- *Gayl noted the huge savings on road maintenance thanks to the many volunteer's who volunteered their time and equipment to plow the roads this winter.*
- *Gayl noted that the \$6,109.99 from the Souter Foreclosure, plus \$4900.00 of the special assessment has been deposited in the Capital One Savings account. The rest of the special assessment will be moved over when more people pay. By depositing this into the account, we believe we have meet the required amount necessary in the reserve fund required by the Virginia POA Act.*
- *Gayl and Joetta will be attending a training seminar on Thursday September 15th on Reserve Funds and Insurance.*
- *Motion was made and passed to unanimously accept the 2015\2016 Treasurer's report.*

Proxies: Yes 9 No 0

Member's Present Yes 8 No 0

Treasurer's Report

APPLE MOUNTAIN LAKE SOUTH PROPERTY OWNER'S ASSOCIATION

Report Date 6/30/2016

	For the year	Budget
<u>Income</u>		
2016 Road Fees- 65 lots @ \$375	\$20,071.97	\$24,375.00
2016 CCC Road Fees - 7 lots @ \$202	1,233.00	1,414.00
Prior years Road Fees	1,619.61	1,000.00
ATV Registration Fees	150.00	100.00
Disclosure Packets	300.00	100.00
Interest Income	99.46	200.00
Late Fees	158.21	100.00
Souter - Attorney charges awarded	5,634.99	
Souter - 2006 - 2014 Road Fees awarded	6,404.15	
Special Assessment	5,409.32	6,500.00
CCC Special Assessment	264.39	350.00
Total Income	\$41,345.10	\$34,139.00
 <u>Road Maintenance Expenditures</u>		
Snow Removal	\$4,475.00	\$6,000.00

Road Maintenance	7,136.52	13,500.00
Total Road Maintenance Expenditures	\$11,611.52	\$19,500.00

Administrative Expenditures

Accounting/Review Fees	\$740.00	\$1,500.00
Bank Charges	15.00	20.00
Community Day	58.07	600.00
Dues & Subscriptions	449.56	225.00
Insurance	731.00	850.00
Legal & Professional Fees	8,049.15	6,000.00
Meeting Expenses	100.00	100.00
Office Supplies & Expenses	547.92	830.00
Postage	365.60	450.00
Taxes & Licenses	48.46	200.00
Telephone	106.37	145.00
Total Administrative Expenditures	\$11,211.13	\$10,920.00

Net Profit/Loss	\$18,522.45	\$3,719.00
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Cash, Savings and CD's:

BB&T Checking Account	\$39,014.77	**
BB&T CCC Road Escrow Account	2,750.00	**
CapOne Savings	11,639.16	
ING CD	7,000.00	
ING CD	7,000.00	
Total Cash, Savings and CD's @ 6/30/2016	\$67,403.93	

2013/2014 Auditor's Review

See Attached

- *Gayl gave a brief overview of the Auditor's Review. There were no questions and a motion was made and passed to accept the auditor's review.*

Proxies: Yes 9 No 0

Member's Present Yes 8 No 0

Agenda Items:

CAST VOTE FOR THESE AGENDA ITEMS

- *Gayl read the proposed 2016\2017 Budget.*
 - *It was noted that with the volunteer efforts of Jeff Allen and the many other members, we were able to decrease the budget road maintenance fees for the upcoming year by \$1500.00.*
 - *We also decreased the attorney fees by \$3,000. This will leave the association with a \$1,369.00 profit.*
 - *Mr. Burt mentioned that since the CCC road members pay a portion of the administrative fees and with them decreasing, so should their dues. There was a brief discussion on this matter. It was motioned and passed to table this until next years Membership meeting.*
- *A motion was made to accept the budget as presented.*

Proxies: Yes 9 No 0

Member's Present Yes 8 No 0

The 2016\2017 Budget was approved.

Proposed Budget for 2016/2017

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
Bank Interest – Savings		\$ 100.00
Bank Interest – CD's		\$ 100.00
TOTAL REVENUE		<u>\$27,289.00</u>

ROAD MAINTENANCE EXPENDITURES

Snow Removal	\$ 8,000.00
Road Maintenance	<u>\$10,000.00</u>
TOTAL ROAD MAINTENANCE EXPENDITURES	<u>\$18,000.00</u>

ADMINISTRATIVE EXPENDITURES

Accounting/Review Fees	\$ 1,500.00
Attorney Fee's	\$ 3,000.00
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
Website	\$ 80.00
TOTAL ADMINISTRATIVE EXPENDITURES	<u>\$ 7,920.00</u>

TOTAL EXPENDITURES \$ 25,920.00

Projected Net Profit/Loss \$ 1,369.00

CHECKING ACCOUNT Balance	\$39,014.77
CCC Road Escrow Account	\$ 2,750.00

Reserve Balance as of 6/30/15

CD Balance	\$ 7,000.00
CD Balance	\$ 7,000.00
Savings Account Balance	<u>\$11,639.16</u>
Funds remaining in Reserve	\$25,639.16

Election of Officers for New Board

Chair Nomination of New Officers

- President – Gayl Hales
- Treasurer – Vacant
- Secretary – Vacant
- VP of Roads – Jeff Allen
- VP of Architecture – Joette Kilby

Are there any nominations from the floor?

- Marg Christian nominated Joetta Kilby for Treasurer
- Jeff Allen nominated Donald Hales for VP of Architecture
- Joetta Kilby nominated Geraldine Spottswood for Secretary

Proxies: Yes 9 No 0

Member's Present Yes 8 No 0

Selection for Road Committee

- No Volunteer's stepped forward. If you have time and would like to volunteer, please contact Jeff Allen.

Selection for FireWise Committee

- Marg Christian volunteer for the Firewise Committee

Selection for Communication Committee

- No Volunteer's stepped forward. If you have time and would like to volunteer, please contact Gayl Hales.

- Selection for Community Day Committee
 - No Volunteer's stepped forward. If you have time and would like to volunteer, please contact Gayl Hales.

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.**