

**Yoakum Run Homeowners' Association
Quarterly Executive Board Meeting
25 April 2020**

Virtual Meeting

Lester Miller, President, called the meeting to order at 9:10 AM.

Executive Board (EB) members present: Lester Miller (LM), President; Robert Foster (RF), Vice President; Diane Kaufman (DK), At Large; Robert Cherry (RC), Treasurer; Greenleaf Smith (GS), Secretary.

At the beginning of the meeting, GS reviewed the minutes of the 8 February 2020 EB meeting. The minutes were approved unanimously.

Financial Management:

RC presented current Income and Expenses per the 2019-2020 Checkbook. (NB: checkbook and the bank statements were reconciled and match exactly.) (Attached).

RC provided the current status of YRHOA accounts at Grant County Bank as of 4/14/2020. (Attached).

RC reviewed the Checkbook and explained all entries, which left a balance of \$9,974.06. There will be expenses for road repairs and tree limb pickup. The EB decided to temporarily postpone the donation to the Canaan Valley Volunteer Fire Department until later so that the balance of available funds will be better defined.

RC presented the draft 2020-2021 budget. He noted that Insurance bills for General Liability and D & O Liability will be received in the August/September timeframe. Other major costs for the upcoming year are: Tree limb pickup; Accounting, business/administrative expenses, web-site hosting monthly fees, Canaan Valley VFD and annual meeting lunch. As well, due to road repairs and current underfunding, the HOA dues for the new fiscal year will be \$250.00, which includes \$20.00 per lot to replenish the Reserve Fund for Road Maintenance and any surplus funds to increase the amount of working capital in the Business Checking Account.

While the draft budget is attached, EB will send the budget proposal to members circa latter part of May 2020. Once received, members need to approve the budget with a wet signature ballot and return the ballot to the EB. This ballot is applicable only to the budget proposal which requires ratification by the members. Under normal circumstances, the budget would be presented to the members and then addressed at the annual members meeting, and a vote would be conducted. (NB: See under New Business for additional information on this and other topics.)

Old Business:

LM advised that the road repairs will commence as soon as asphalt plants open and Cooper Asphalt has YRHOA scheduled. (We are high on their list.) Homeowners who want their driveways paved should contact Cooper to be included while Cooper is at YRHOA. For homeowners who want their driveways sealed, it will be scheduled after Memorial Day because warmer weather is needed for that operation.

New Business:

Motion 1: Pursuant to the state of emergency declared in WV and surrounding States and Commonwealths and for the safety and welfare of our members, the EB moves to continue the annual members' meeting from the original meeting date of 18 July 2020. The EB will reevaluate the pandemic situation before rescheduling or continuing the date for the annual meeting. (Approved)

Motion 2: Pursuant to the state of emergency declared in WV and surrounding States and Commonwealths and for the safety and welfare of our members, the EB moves to continue the terms of office of directors Greenleaf "Chris" Smith and Bob Cherry until the next annual meeting when the election for these positions will be held. (Approved)

LM will mail the budget documents and budget approval ballots to GS who will send them via USPS to the members during the latter part of May 2020.

Nominating Committee: Chair is Diane Kaufman and member is Susan Smith. Nominations will be delayed due to the pandemic and will be reconsidered circa beginning of September 2020.

Because the EB meeting was conducted via ZOOM, the EB determined that it is necessary to subscribe to Zoom to enable longer meetings to be conducted without the interruptions caused by time limits on Zoom conferences. The cost is \$14.99 / month.

LM noted that the culvert under Yoakum Run Road for the ephemeral stream between the Kaufmans and the Kirks was blocked. LM cleaned the entry point and it appears to be OK, but he will ask the CVVFD to wash out the pipe when they check fire hydrants.

The EB noted that a number of members' addresses, emails and phone numbers appear to be out of date. Members are encouraged to notify the Secretary of any changes to their contact information.

Closure of the meeting: The EB meeting was adjourned at 12 PM.

The next virtual meeting of the EB is scheduled for 5 May 2020 at 7:00 PM.

/S/ Greenleaf H. Smith

Greenleaf H. "Chris" Smith
Secretary

28 April 2020
Date

Attachments:

- 2019-2020 Checkbook (Income and Expenses)
- YRHOA Accounts at Grant County Bank
- Draft 2020-2021 Budget (Operating & Reserve)

