

MEETING NOTES
TUSCAWILLA HILLS CITIZENS ASSOCIATION, INC.
2017 Annual Meeting
January 10, 2017

Homeowners Present: See Sign-in Sheet

Others Present:

Ed Thomas, CEO and Owner of PMP, and Richard A. Sussmann, Community Manager

I. Call to Order & Establishment of Quorum:

The meeting was called to order at 7:00 p.m. by Derr and was held at PMP's Conference Room, located at 340 Edmond Road, Suite E, Kearneysville, WV 25430.

See Sign-In sheet for lot owners represented in person or by proxy.

II. Approval of Minutes: N/A - Quorum was not achieved at the 2016 Annual Membership Meeting, therefore there were no minutes to approve.

III. Reports:

A. Treasurer's Report: The Treasurer's Report Summary for the month ending November 30, 2016, was presented. A reminder that the 2-17 Budget was ratified at the November Citizens Meeting.

B. Management Report: The primary accomplishment for 2016 was the reduction in the number of delinquent accounts.

IV. Appointment of Inspectors of Election: There were no volunteers, so PMP was appointed to act as the Inspector of Election.

V. Election of Board of Directors:

A. There were two nominations prior to the meeting, and one was received from the floor. The names of the candidates were as follows: Paul Harrison, Gary Shumaker, and Luther Nutter.

B. There being no further nominations, there was a MOTION by Ranalli, 2nd by Tansill, to close the floor to nominations. The Motion carried.

C. The meeting proceeded while the ballots were tallied by the Inspector of Election.

VI. Vote on Revenue Ruling 70-604: There was a Motion by Tansill and seconded by Ranalli to approve the IRS Revenue Ruling 70-604 for Tax Year 2016. The motion passed.

VII. Announcement of 2017 Meetings & Events:

Meetings: 1/10 Annual
 3/14 Board
 5/9 Board
 5/20 Spring Clean-Up Day
 7/11 Board
 9/12 Board
 10/12 Board Budget ONLY planning Session
 11/4 Board/Special Membership to Ratify the 2018 Budget

VIII. Old Business:

A. Remind snow removal contractor of the two-inch trigger for snow removal.

B. Ranalli presented options for Park benches for the tot lot.

- IX. New Business:**
- A. There was a MOTION by Tansill and seconded by Ranalli to purchase two park benches for the tot lot from AAA as proposed. The motion carried.
 - B. A discussion was held about a joint venture with Locust Hill to build a community center or a sub-station for fire or police use. Due to a lack of authority in the governing documents, and liability issues, this topic was deemed unfeasible.
- X. Election Results:** Congratulations to Paul Harrison and Gary Shumaker for being elected for a term of three years each. The Board thanked Mr. Nutter for volunteering and his willingness to serve the community.
- XI. Adjournment:** There being no further business, the meeting was adjourned at 7:45 p.m.
- XII. Board Meeting:** The Board met brief to appoint Officers. There was a MOTION to appoint Tansill and President, Larcomb as Vice President, Shumaker as Secretary, and Harrison as Treasurer. The motion carried.
- XIII. Adjournment:** There being no further business, the meeting was adjourned at 7:53 p.m.

*Notes submitted by
Richard Sussmann, CMCA®, AMS®
Community Manager
Property Management People, Inc.*