



The Mountain Memo

Volume 10, Number 1

Meeting Announcement Issue

April 1994

Fire Danger Time

We're in the fall forest fire season which most of you are aware of from my past articles. This means no open burning from 7 am to 4 p.m. without a permit (between March 1 and May 31). Small fires used for the purpose of food preparation and warmth shall not be considered a violation if the area is cleared of all debris within an area of ten feet of the fire. This statement is only a portion of the law please take heed of the total regulations and protect our property from fire.

Morgan Growth Rate to Increase

A report using the 1990 population census shows the eastern panhandle population tripled in the past thirty years. This report also states that growth is moving west and Morgan County should expect a greater percentage of the growth in the future. I'm not sure this is good news or bad news. I guess it depends how much more it will cost to live here and how crowded it will become on the mountain.

Annual Meeting May, 14 1994

See the attached flyer for complete details of meeting.

CHPOA Board Notes

1. Approved budget for 1994 - 1995 (see attached).
2. Nominated to serve on Board:
Elaine Young [C-23] and Barry Stahl [C-21]
Alternate:
Ron Drisko [A-13]
3. Roads committee appointed. Due to the weather, the Board recognizes that there will be a considerable amount of road work needed this year. A committee was appointed to assess the damage due to such a hard winter, addressing water problems that are causing damage to roads, and planning for long term improvements to the road system. Members of this committee are **Ted De Paolis [D-23], Dave Klaas [C-22], Bud Wyman [D-29] and Ron Angus, Consultant.**
4. Discussed installing Road Signs - Wood would be used to blend with the surroundings. The Roads Committee will investigate and report back to the Board.

Property Manager Job Description

1. Maintain Association Records:
 - a. Meeting minutes. (File)
 - b. Correspondence (File)
 - c. Accounting

2. d. Mailing List
Bill and Collect annual fees
3. Place liens on properties as necessary and file releases when paid.
4. File Federal Tax returns by August 15 of each year. The fiscal year is from June 1 through May 31.
5. Reconcile bank statements for Association quarterly and provide the Board a quarterly report including a list of checks written.

Resident Report

I don't have to tell you how bad this past winter has been since we have all lived through it, well I hope we have. I really can't complain a whole lot from my own point of view but looking back I wonder why it wasn't more difficult. There were about four or five instances where leaving the mountain was impossible for from three to five days at a time. Since we had food, water and most important electricity, the biggest inconvenience was just being cooped up and not being able to go anywhere, even walking in a couple of instances. I had my grandson with me for about a month, a four-year old. This had been his first time in any amount of snow, North Carolina doesn't get a bunch, he just thrived in it. However, even he tired of it.

**The Cacapon Highlands
Property Owners Assoc.**

Board of Trustees



Chairperson

Howard Smith (94)
301-663-6787

Secretary-Treasurer

Phyllis Manimbo (95)
304-754-9598

Trustees at Large

Mauricio Torres (94)
301-972-6952

Dave Klass

410-882-4059 (95)

Gretchen Wyman (96)

301-963-4464

Alternates

Elaine Young
410-882-0076

Barry Stahl

202-832-1525

Committees

Security

Bud Wyman

Environmental

Ken Kising

Newsletter

The Mountain Memo

Publisher

Dee Smith

Editor

Tom Thompson

The Use of PROXIES ARE ENCOURAGED

The by-laws of the Cacapon Highlands Property Owners Association provide for the use of a PROXY vote in the event members are not able to attend the annual meeting.

The Board has nominated the following to become active Board members:

Elaine Young [C-23]

Barry Stahl [C-21]

The Board has nominated the following to become alternate Board members:

Ron Drisko [A-13]

You may vote for these nominees or write in nominations of your choice. Nominations for these Board positions will also be taken at the annual meeting.

Please complete the PROXY form and return it even if you plan to attend the annual meeting. If you do attend the meeting and vote in person, such vote will supersede this PROXY.

Mail to: **Shirley De Paolis**
101 Woodside Ave
Thurmont, MD 21788

PROXY

I cast my vote for the election of **Elaine Young [C-23] & Barry Stahl [C-21]** as active Board members. _____

I wish to nominate _____ for active Board member.

I cast my vote for the election of **Ron Drisko [A-13]** as Alternate Board member. _____

I wish to nominate _____ for Alternate Board member.

Property Owners Signature _____

Lot number (s) _____ One vote per Lot

ANNUAL LUNCHEON & MEMBERSHIP MEETING

SATURDAY, MAY 14, 1994

CACAPON STATE PARK LODGE

SOCIAL 11:30 - 12:00
LUNCH 12:00 - 1:00
Meeting 1:30 - 2:30

A FRIED CHICKEN AND BBQ RIBS BUFFET WILL BE SERVED IN THE LODGE DINNING ROOM. THE CHARGE WILL BE \$8.50 PER PERSON.

13TH ANNUAL CHPOA MEETING - CACAPON LODGE CONFERENCE ROOM

AGENDA FOR MEETING:

MINUTES OF LAST YEAR'S ANNUAL MEETING
FINANCIAL REPORT AND PROPOSED BUDGET
SECURITY AND ROAD MAINTENANCE REPORTS
ELECTION OF BOARD MEMBERS AND ALTERNATES
GENERAL DISCUSSION

GOLF - Reservations will be made for those who would like to play golf after the meeting. Please call Howard Smith at 301-663-6787 if you would like to be included.

PLEASE COMPLETE AND RETURN THE PROVIDED RESPONSE BY MAY 2 TO:
SHIRLEY DE PAOLIS, 101 WOODSIDE AVE, THURMONT, MD 21788
MAKE CHECK PAYABLE TO CHPOA

FINANCIAL REPORT FISCAL YEAR 1993 -1994

	BUDGET 93-94	ACTUAL*	BUDGET 94-95
ROAD MAINTENANCE	3,500	2,590	3,500
SECURITY	600	661	650
NEWSLETTER	300	0	300
BOARD EXPENSES	200	98	200
INS/LEGAL	215	215	215
DONATIONS	200	200	200
TAXES	150	0	150
PROP. MANAGEMENT FEE	590	590	590
GYSPY MOTHS	0	0	0
T-SHIRTS/HATS	0	245	0
TOTALS	5,765	4,599	5,805

* AS OF APRIL 1, 1994