



**Glenwood Forest Owners Association**  
 PO Box 727 Gerrardstown, WV 25420  
 glenwoodforestwv.com

**NOTICE OF GFOA FALL GENERAL MEETING:**

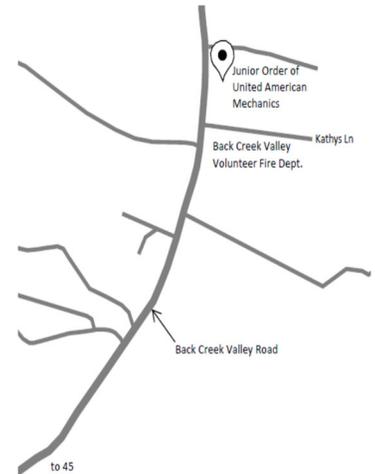
Junior Order of United American Mechanics Lodge  
 2030 Back Creek Valley Rd., Hedgesville, WV 25427

**\*\*\*10:00 AM, SATURDAY, OCTOBER 18, 2025\*\*\***

**AGENDA:**

- Call to Order
- Reading and Approval of Spring Meeting Minutes
- President's Report
- Chairman's Report
- Treasurer's Report
- Committee Reports
- Open Forum
- Motion to Adjourn

**The Board will meet directly after adjournment.**



**President's Report**

Dear Members of Glenwood Forest,

I am pleased to provide the following updates on behalf of your HOA Board:

**Security Improvements**

We will be installing security cameras in the community. This measure is intended to improve safety, deter unwanted activity, and provide peace of mind for all residents.

In addition, new road signs are being ordered and will be installed soon to enhance both safety and navigation within Glenwood Forest.

**Roads and Maintenance**

Deadwood Excavating has completed their work for the year on our community roads. They also provided a detailed report explaining why paving the roads is not currently feasible, due to both cost and the significant preparatory work that would be required before paving could begin. We will continue to maintain and improve the roads within our means while exploring long-term solutions.

**Legal Review and Bylaws**

The Board has sent a letter to our attorney seeking clarification on the process for amending our covenants and understanding our options for enforcement. Once we have guidance, we will update the community on the next steps and any proposed changes.

**Community Projects**

We are exploring the development of a dog park. This would provide a safe and secure area for residents to allow their dogs to run freely and socialize.

Additionally, we are looking for volunteers to join our road crew. By building up our own volunteer team, we can be more self-sufficient and reduce our reliance on outside contractors for smaller maintenance projects. If you are interested in volunteering, please reach out to the Board.

**Closing**

As always, thank you for your continued support and participation in making Glenwood Forest a safe, welcoming, and thriving community.

Respectfully submitted,  
*Jonathan Spaulding*  
 President

## **Chairman's Report**

Greetings Members and Residents,

For the first time in a while, the Board is fully staffed. Why does this matter? HOAs are set up to run as local municipalities. They have the power to set rules, enforce them, and even foreclose on your property. While the responsibilities of belonging to an HOA may seem imposing, our members are benefited by a growing sense of community, rising property values, road maintenance, and the knowledge that something can be done to preserve the quality of a peaceful neighborhood.

Of course, these things come at a cost. This spring, the membership approved a budget that exceeds our current income from annual dues. To sustainably fund the services and improvements our community needs, the Board is diligently reviewing all expenses and will be making an assessment regarding any necessary dues adjustment. Our goal is to keep any increase as minimal as possible while ensuring we can meet our financial obligations. With the cost of everything rising, it's not an easy task.

All members of the board remain voluntary and unpaid. They spend quite a bit of their spare time ensuring Glenwood Forest is worth the cost of living here. I am proud of the accomplishments this board has made. We continue to attempt to make your money work more efficiently for you. Your feedback, concerns, and ideas are always welcomed.

There is always a call for members to get involved and volunteer to serve as committee members or chairs, board members, or assist in any way they can. We would like to keep a full Board. While changes to the covenants require a general membership vote, Board Members can vote to change the By-Laws. The best way to make sure changes are in your best interest is to participate.

Accounts must be current to vote or run for a position on the Board. The more members on the Board, the greater the number needed to agree and maintain balance.

Any changes made to the Covenants and By-Laws must be aligned with State Codes, Laws, and Regulations. We are reviewing them to ensure we are complying.

The website is being updated. We're looking to bring it in-house, but the planning and implementation takes time. Meanwhile, you can find answers to Frequently Asked Questions (FAQ) at [glenwoodforestwv.com](http://glenwoodforestwv.com).

As always, please make sure to note your lot number and street address on any payment or correspondence. Keep in mind that most of the Board has a life outside of their GFOA position and responses are made as soon as possible. If you are no longer a homeowner, please let us know so we can update our records.

*Amy Schott, Chairman*

## **Treasurer's Report**

Over the last few months, we have been busy. Among other activities we have secured a new computer and external hard drive. Backups of our financial and other records are happening. Next step is to upgrade our version of QuickBooks to an online platform allowing 3 users: 1 admin and 2 view-only. The current version is from 2018 and is completely unsupported by Intuit. This will be complete before the fall General Membership meeting. If you have issues with your account, please reach out to me. I can be reached in the FB group chat or via email: [gfoatreasurer@gmail.com](mailto:gfoatreasurer@gmail.com).

*Vicky Deehan, Treasurer*



## **Events Committee**

The Events Committee has had a successful year so far, thanks to the incredible participation and support from our neighbors.

### **Completed Events:**

Neighborhood Clean-Up: We kicked off the season with a community-wide clean-up. Thank you to everyone who pitched in. We were able to pull 20 contractor sized bags out of our woods and creeks.

Spring Festival: Families enjoyed a fun-filled day with seasonal crafts, yard games, and an Easter Egg Hunt with the Easter Bunny himself.

Market Event: Our yard sale booths gave residents a chance to declutter and discover treasures from neighbors.

Creek Potluck Party: Good food and great company made this gathering by the creek a memorable one to celebrate America's birthday.

Movie Night: A cozy evening under the stars was made even sweeter by a successful bake sale supporting our newly formed TNR (Trap-Neuter-Return) group. A special thank you to Joe from Poppin Joe for donating delicious kettle corn. Your generosity was truly appreciated!

### **Upcoming Events:**

Dates and times for events will be posted at the mailboxes and on the website.

Fall Clean-Up: Let's keep our neighborhood beautiful. Even committing to cleaning up your own street makes a huge impact.

Trunk or Treat: Back by popular demand, decorate your trunks and dress up for a spooky good time with games, sweets, and scares.

Christmas Tree Lighting & Holiday Cookie Swap: Join us for festive cheer, twinkling lights, and treats to share. We may get a visit from Santa himself!

### **We Need You!**

We're always looking for volunteers. Even helping at just one or two events makes a big difference. Clean-up days especially benefit from more hands, and even small efforts like tidying your own road help keep our community looking great. Please contact Devon Wilkins at [rebuildglenwoodforest@gmail.com](mailto:rebuildglenwoodforest@gmail.com) for information on how you can get involved.

### **Thank You!**

To everyone who attended, participated, or volunteered at our events so far this year. Thank you for making our events so special. Your involvement is what makes our forest feel like home.

Warmly,  
*Devon Wilkins*, Events Committee Supervisor

## **Road Committee**

I'm Sam Kissinger, your newly appointed Road Committee Chairman. I moved here from Kentucky in 2022 after I retired from the Army and a subsequent career with Amazon/AWS. I am honored to take on this role and am passionate about maintaining and improving our community's 10+ miles of roadway.

### **A Significant Investment & A Long-Term Plan**

You may have seen the impressive work completed this summer by *Deadwood Excavating & Logging LLC*. To build on this progress, the HOA has signed a three-year contract with Deadwood, ensuring they will return each July through 2027 for major repairs and upgrades.

My immediate mission is to protect our recent investment and manage the road conditions between these annual summer projects. By maintaining the roads well throughout the Fall, Winter, and Spring, we can minimize damage and reallocate the cost and redirect the scope of work required each July to long term priorities.

Between now and next July, I will be proactively monitoring road conditions. However, with 10+ miles to cover, your eyes are essential. I currently have 20 tons of recycled concrete (RC6) on hand to repair ruts and potholes as they develop.

**To report a problem, please email me at:**  
[skissinger753@gmail.com](mailto:skissinger753@gmail.com)

To help me evaluate and prioritize a remedy, please include:

- The **specific location** of the damage (e.g., "near 123 Maple Lane").
- **Photos** of the issue.
- Your **name and phone number** if you would like a follow-up on the repair timeline.

Depending on the severity of the issue, I may need to partner with the HOA board to rent equipment. I also have shovels, rakes, and a plate compactor for smaller repairs.

### **Call for Volunteers**

If you are passionate about our community's roads and would like to serve as a main point-of-contact for your specific street, please reach out via email. Having street-level volunteers will help us respond to concerns more efficiently.

I ask for your patience as I learn the ropes of this new position. I am committed to transparency and proactive communication as we work together to care for Glenwood Forest.

*Sam Kissinger, Road Committee Chairman*

## **Special Notices**

*As a homeowner there are ways you can help keep our annual dues low.*

**Keep your culverts clear.** Culverts for those not in the know are the little underground tunnels at the end of the driveway. When leaves and other debris get stuck in the culvert, water doesn't flow downhill but takes the path of least resistance. Unfortunately, those paths often lead into the roads and erode the efforts of maintenance and repair work. This leads to more expenses.

**There is no community trash removal.** If you bring items to the creek or any common area, take it with you when you leave. Bring a trash bag, or a grocery bag with you. Adding a clean-up service or trash removal is not currently an option and would increase the annual dues.

**Remember**, you live in a forest. **Fire is our enemy.** Please abide by Berkeley County fire safety regulations for the safety and well-being of all of us.

**Important Reminder:** Parking on our roads is **ALWAYS forbidden.** This is important for the safety of all of us and our properties. Emergency vehicles need to be able to pass. If necessary, during inclement weather, you may park your vehicles at the basketball court area.

### **Berkeley County Leash Law:**

Please abide by **WV Code §19-20-13.** Dog Running at Large: Liability of Owner. Any owner or keeper of any dog who permits such dog to run at large shall be liable for any damages inflicted upon the person or property of another by such dog while so running at large.

Please be a responsible dog owner and keep your pets contained to your property. There are several ways to lose a pet in the forest.

We share our homes with bears, coyotes, and cars. Keeping your pet on your property isn't just the law, it's for their safety.

**Speed Limits:** Please abide by the speed limits – 25 on Nancy Jack, 15 on all other roads. They are in place for a reason. There are blind spots, narrow areas, wildlife, pets that stray, children playing, and various other good reasons to drive cautiously through our neighborhood.

A good rule of thumb when driving through the forest is: Don't assume you have the right-of-way. Placing signs does not prevent accidents. Only drivers can cause and prevent accidents. Defensive driving is your best bet. While familiarity causes some to drive faster, driving slowly is not only good for your vehicle – dust stays low, less stones kicked up chipping the paint, less wear and tear on suspension, etc. – but also maintains

smooth surfaces and helps protect your investment.

***[glenwoodforestwv.com](http://glenwoodforestwv.com)***

Look for important information updated on the GFOA website. Both the GFOA Bylaws and Covenants can be found on the site along with emails for the executive committee and board chair. Please remember that your executive committee and board members are volunteers with outside lives that have other responsibilities and allow 48 hours for a reply or response.

**Get Involved!**

If you feel that you can be a part of a group whose goal is being committed to making Glenwood Forest a better community, please reach out to any of the GFOA email addresses. As noted throughout, volunteers are always welcomed. A special meeting can be called if a position requires a vote.

# **DEADWOOD EXCAVATING & LOGGING LLC**

PO BOX 747, GERRARDSTOWN, WV 25420

304-886-3078

WV053296

SCOPE - PROPOSAL

Date: 8/22/25

Client: Glenwood Forest

## **Project Overview**

Deadwood Excavating & Logging LLC has conducted a full review of the feasibility of paving the roads in Glenwood Forest. While paving is often seen as a long-term solution, at this time it is not financially or structurally feasible.

Glenwood Forest has roughly 10 miles of unpaved roads, with an average width of 14 feet. To properly pave, the base would require at least a 3-inch stone foundation, at a projected cost of \$2.3 million. This estimate does not include the significant work required to repair potholes and broken culverts prior to laying any blacktop.

In addition to cost, there are safety and usage considerations that impact feasibility:

- **Speeding Concerns:** A paved surface would almost certainly encourage higher driving speeds, which could create safety risks for residents and wildlife in this rural community.
- **Off-Road Vehicle Usage:** The community has ongoing issues with ATVs, dirt bikes, and other off-road vehicles. Paving would increase the attractiveness of roads for such use, potentially leading to greater maintenance problems, noise, and enforcement challenges.
- **Maintenance Burden:** Even if paving were completed, the long-term costs of upkeep (snow removal, resurfacing, repairs to damage from improper use) would place a heavy burden on the association's budget.

## **Current Recommendation**

Based on cost, structural needs, and community impact, paving the roads in Glenwood Forest is not recommended at this time. Instead, the community should continue its program of gravel maintenance, culvert repair, and targeted excavation work to maintain safe and functional roads without incurring unsustainable costs.

# **GLENWOOD FOREST**

## **EVENT SCHEDULE 2025**

**23**  
**AUG**

### **MOVIE NIGHT - 8PM**

Double Feature: **Mitchells VS The Machines**  
followed by **Willy Wonka & the Chocolate Factory**.  
Kettle Corn donated by **Poppin' Joe**

**28**  
**SEPT**

### **ROADSIDE CLEAN UP - 1PM**

**Our second and final clean up for the year.**  
Please consider joining us to help keep our  
neighborhood beautiful!

**25**  
**OCT**

### **TRUNK OR TREAT - 6:30PM**

Dress up and join our **3<sup>rd</sup> Annual Halloween event!**  
Decorated trunks with goodies, festive games and  
prizes. Also a costume contest for kids of all ages!

**21**  
**DEC**

### **TREE LIGHTING/COOKIE SWAP**

**Our last event of the year!**  
Bring your favorite cookies to swap with your  
neighbors and enjoy a hot cocoa with Santa.

---

**PLEASE EMAIL [GFOAEVENTS@GMAIL.COM](mailto:GFOAEVENTS@GMAIL.COM) WITH ANY  
QUESTIONS OR TO VOLUNTEER FOR AN EVENT!**