

The Oaks Board Meeting Minutes
Wednesday December 7, 2021 at 7:00 pm
26 Truman Street, Palmyra, Pa 17078

The President opened the meeting at 7:05 pm. He announced that we had a meeting quorum and welcomed the board members. Lauren McCullough attended via Zoom.

The President then introduced the Board Members:

- President, Jack McDonald, jw_mcdonald@reagan.com
- Vice President, Helen Bernhardt, hbern412@yahoo.com
- Treasurer, Ed Kenyon, edkenyon2@gmail.com
- Secretary, Lauren McCullough OaksHOA.Secretary@gmail.com

ABSENT FROM MEETING

- Architectural Control Committee Chairman, Karl Schill, OaksHOA.ACC@gmail.com

The President invited the Secretary to present their report first.

Secretary report:

- Contact information for residents has been updated on the spreadsheet.
- ELECTION UPDATE:
 - Our nominees:
 - Betsy Jamison will be running for President
 - Forrest Borod will be running for ACC
 - Ballots will be sent out 30 days before the Annual Meeting in April.
 - Write-ins are not allowed.
 - Winners will be announced at the Annual Meeting on 4/5/2022.

Vice President report:

- The Annual Meeting has been scheduled at Rothermel-Finkenbinder Funeral Home for April 5, 2022 at 7pm.
 - Rothermel-Finklebinder Funeral Home is located at 25 West Pine St. Palmyra, PA 17078
- All street lights are in good working order.
- No RFPs or Contracts will need to be sent out or signed until after the 1st of the year.

Treasurer report:

- The Annual Assessment letter will be sent out January 1st and will include a \$20 increase.
 - There are 3 payment options available to residents:
 - \$205 due March 1, 2022
 - Discounted to \$195 if postmarked by January 31, 2022
 - Late Fee of \$25 will be applied after March 1, 2022
- The Treasurer presented the budget for approval: The sinkhole created a \$12,000 deficit this year (2021). The grounds maintenance budget for 2022 is increased by approximately \$3,000 which will be offset by the increase in the Annual Assessment. All other categories in the budget have come in on target. The sinkholes are holding well and we have had fewer repairs with the lights since switching to LEDs.

- The Treasurer submitted the 2022 Budget for approval.
 - Jack McDonald, President, motioned for approval of the 2022 Budget.
 - Helen, Vice President, seconded.
 - The board was unanimous in the vote of YAY, and the motion PASSED.
- The financial statements will be posted on the website in January 2022 after all bills are paid for the current year.

President Report:

- The resale certificate spreadsheet has been updated.
- The President will be going around the neighborhood taking pictures of the Holiday decorations and adding them to the website photo gallery.
- Proposed an addition to the resale certificate reminding homeowners/buyers of the need to petition the Board PRIOR to any exterior modifications to the property. Details of those changes will be sent to the Board for approval before the next meeting.
- The next meeting was scheduled for March 8, 2022.

The meeting was adjourned at 7:40pm.

Submitted by
Lauren McCullough, Secretary