

The Oaks Board Meeting Minutes
Tuesday, March 8, 2022 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 current and future Board Members. Lauren McCullough and Forrest Borod 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
- Board Nominees, Betsy Jamison and Forrest Borod

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 changes submitted by residents with their Annual Assessment payments has been updated on the spreadsheet and in Gmail.
- All ballots were mailed 3/1.
- We discussed the details of the annual meeting and what should be included in the email reminder that'll be sent to all residents. Details will include the time and location, as well as Zoom instructions for anyone who wishes to attend virtually.
- **ELECTION REMINDER:**
 - Our nominees:
 - Betsy Jamison will be running for President
 - Forrest Borod will be running for ACC
 - Write-ins are not allowed.
 - Please return your ballot before April 4th or bring it with you to the Annual meeting.
 - Winners will be announced at the Annual Meeting at 7pm on Monday, April 4th, 2022 which be held at Rothermel-Finkenbinder Funeral Home located at 25 West Pine St. Palmyra, PA 17078.

Vice President report:

- All street lights are in good working order.
- Common grounds are holding up well including the repaired sinkhole.
- Inventory is up to date.

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Treasurer report:

- The accountant has prepared the 2021 taxes and they have been approved by the Treasurer. Ed will be signing the tax return in the next week so it can be submitted.
- All but two of the Annual Assessment payments have been received. The Treasurer has contacted those delinquent. Certified letters will be sent out if payment is not received by the end of the month.
- All Board Member Performance Award Payments will be dispensed at the annual meeting and will be based off the 2021 Assessment Fee rate.
- We spent \$12,400 in Sinkhole repairs in 2021.
- Our 2021 and 2022 budgets are available to view on the website.

President Report:

- The resale certificate spreadsheet has been updated.
- This week there was a water main break at Oak & Apple Blossom and a work crew was dispatched to replace the valve and fire hydrant. This is a different valve than the one that was replaced in the last few months.
- The President requested that all Board Members submit their agenda items for the Annual Meeting.
- The President discussed setting up separate calls with the incoming Board Members to help answer any questions and to transition them into their new positions. Those will be setup after the Annual Meeting between Jack and Betsy & Karl and Forrest.

The meeting was adjourned at 7:50pm.

Submitted by
Lauren McCullough, Secretary