

The Oaks Homeowners Association
Board Meeting
45 Hickory Street
Palmyra, PA 17078
December 2, 2013

Present: Jim Graeff, President (Acting); Ed Kenyon, Vice-President (Acting); Pat Raskauskas, Treasurer; Mack Copeland, ACC Chair.

Absent: Eric Hoffman, Secretary.

Guest: Deb Blanchard.

Meeting was called to order at 7:01PM

There was a quorum of Board Members and one guest present.

The President introduced our guest, Deb Blanchard.

Oct. 7, 2014 minutes – motion by ACC seconded by VP, motion carried unanimously and the minutes were approved.

President Graeff reports he'd like to continue with the mission of the prior president; "Neighbors working for neighbors" but add "to keep properties values up".

He would also like to keep the meetings to one (1) hour duration and will confirm the location of the 2015 Annual Meeting within the next few weeks.

Vice-President Report -

Street Lights – A new supplier of the street light globes has been identified as MB Squires of Ellwood City, PA. Three (3) globes have been ordered as there was only one (1) spare globe in the inventory.

A globe was recently replaced at Hickory and Pin Oak Streets and one was repaired on Truman Street.

Globes are being inspected. Those with holes will be taped to prevent water leaking into them with the intent this will extend the life of the globe. Ones that are extremely damaged will be replaced.

Members of the Maintenance Committee recently cut weeds on the opposite side of the chain link fence.

There is also a report of a new sink hole on common ground. The President and Vice-President will contact North Londonderry Twp. to determine if they can/will fill the hole with rocks.

Following an inspection of the chain link fence on the common ground also shows two (2) places where the fence has dropped at the posts. Ground fill may resolve this problem.

Secretary Report –

Secretary was absent and there was no report.

Treasurer Report –

On budget – more income than what we have budgeted for as a result of 2014 Maintenance Assessment late fees that were paid; more resale certificates that expected and less expenses than initially expected.

Balances: Current balance in the checking is \$5,966.88; Money Market has \$15,708.61 and there is \$21,603.63 in the CD.

At the last meeting the Board approved, at the request of the Treasurer, to move \$5,000.00 from the checking account into the Money Market Account prior to the end of the year. This request and approval is modified to be only \$2,500.00 based on the purchase of new globes and anticipated electrician expenses.

The 2015 Maintenance Assessment Invoice is prepared and will reflect a new discount of \$15.00 if paid prior to 02/01/15. The invoice will be sent once the Annual Meeting location is confirmed.

ACC Report –

Since the last meeting there have been three (3) ACC request: fence at 38 Truman Street; 53 Hickory Street for a patio roof and a post-approval for a swing set at 40 Hickory Street.

The ACC Chair opened the floor to the Board as to how to remind members of HOA they need approval on any modifications to the outside of their homes in accordance with the R&C and By-Laws. The Board discussed the documentation is given to the homeowner when they purchase the home; it's been in *The Acorn* multiple times and discussed at the Annual Meeting. It's also on the website.

It was discussed that if a homeowner sees their neighbor making changes, they should simply remind them they need to check with the ACC if the changes are approved.

The discussions then lead to how the Board reacts to "complaints" being made from one member of the HOA about another HOA member.

The Board will only accept a complaint in writing! If a HOA member has a complaint and it's submitted in writing, the President and Board will review the complaint. If there's cause for concern and/or a violation of the R&C/By-Laws, the President and another Board Member will contact and discuss the complaint with the named HOA member to see if changes/corrections can be made to resolve the issues. The Board does not divulge the name of the HOA Member making the complaint.

President Report –

The President suggested setting pre-scheduled Board Meetings for the year. However, due to schedules of the other Board Members, that could not be accomplished.

The President reviewed a motion was made from the floor at the 2014 Annual Meeting. It was suggested the Board of Managers be paid \$350.00 in appreciation of their services and to entice other HOA Members to run for a position on the Board of Managers.

The Board is already reimbursed their Annual Maintenance Assessment if they successfully serve for one (1) year, per the By-Law Amendments. Changing the By-Laws to move forward with this motion would require a quorum vote from the HOA Association. This will be proposed in a vote and sent to all HOA Members with the Annual Maintenance Assessment.

Neighborhood News-

Board Members will be contacting neighbors/HOA Members to consider running for positions of Secretary, Treasurer and ACC Chair for the 2015 election.

A motion was presented by the ACC Chair to adjourn the meeting with a second by the Vice-President.

Meeting adjourned @ 8:19PM.

Next Meeting: The next meeting will be scheduled for Feb. 2, 2015 - 7:00pm at 61 Hickory St.

Submitted by
Pat Raskauskas, Treasurer