

The Oaks Homeowners Association
Board Meeting
45 Hickory Street
Palmyra, PA 17078
February 6, 2017

Present: Jim Graeff, President; Ed Kenyon, Vice President, Deb Blanchard, Treasurer; Secretary Ann Mease-Shiner; and Mack Copeland. Mack Copeland previous ACC Chair sitting in for Tom Zimmerman.

Meeting was called to order at 7:05 p.m. There was a quorum of Board members present.

Treasurer Report –

The treasurer reviewed the budget 2017 and the 2016 Assets and Budget. The budget is being sent to the auditors (Garcia Garman & Shea, PC) for review. We discussed all receipts and invoices for 2016 and what needs to be paid for the first quarter of 2017. The master list for mailings has been updated however this is a work in progress due to the buying and selling of homes. We have received 125 discounted Homeowners Association dues as of the date of this meeting. The treasurer discussed the Proof of Liability Insurance for all vendors doing business with the Oaks.

Secretary Report –

The secretary updated all on the list of homeowners with email addresses. It is currently up to date however there are new names and e-mail addresses that need to be inserted due to changes in e-mail addresses and new homeowners. The new ballots are being generated and should be ready to go by February 22, 2017. The Vice President, Secretary and Treasurer will be placed on the ballot for 2017. This ballot will be mailed out by March 3, 2017. It was also discussed who will be the ballots counters for this year.

Vice President Report –

The Vice President reviewed lighting; to date we have replaced 1 globe, 2 bulbs, 2 sensors and two cracked globes need replaced. The sign at the entrance is deteriorating in the corner and will need to be repaired by next year. Sink holes behind the town houses continue to be a problem and will most likely need to be filled in 2017 We will once again contract with Brownie for mowing in 2017.

ACC Report –

The homeowners have made up grades over the years so not as much building or changes going on in 2016.

President Report –

The President has updated the comprehensive list of homeowner's addresses, emails, and phones and has added new homeowners. This list is strictly for Board use, not for distribution. Preparation for the Annual Homeowners meeting was discussed and time lines for mailing out ballots were established. The annual meeting will be held at Rothermel Funeral Home.

Neighborhood News –

The annual meeting will be held on Monday, April 3, 2017 at 7 p.m.

The annual yard sale will be held on Saturday, May 20, 2017.

The meeting was adjourned at 8:10 p.m.

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Submitted by

Ann Mease-Shiner, Secretary