

11th Annual Oaks Homeowners Annual Meeting
Monday, April 4, 2011 at 7:00 pm
Palmyra Municipal Building, 325 S. Railroad Street

The President opened the meeting at 7:03 pm. He announced that we had a meeting quorum, welcomed everyone and thank everyone for taking the time to attend this year's Annual Meeting.

The President then introduced the Board Members: **The President** - Don Bliss, armerlec@aol.com. **The Vice President** - Jim Graeff, jjgraeff92@verizon.net. **The Treasurer** - Pat Raskauskas, taverntreasure@verizon.net. **The Secretary** - Eric Hoffman. **The Architectural Control Committee Chairman** - Mack Copeland, mackcopeland1@verizon.net.

The President then introduced the guest speaker, Kevin Snyder, North Londonderry Township Chief of Police. Kevin informed the homeowners about a drug take back program that will take place on April 30th at the North Londonderry Township Building at 655 East Ridge Road, from 10am to 2pm. This is an opportunity for residents to turn in any unused or expired medications for safe disposal. This program is for liquids and pills but they will not accept any needles. The medications will then be turned over to the drug enforcement agency. Information for this program can be found on our website, www.palmyraoaks.com.

Chief Snyder then talked about the importance of home security and protecting ourselves from theft, robbery and burglary. He discussed ways for us to walk around our property and things to look for us to protect ourselves and minimize the possibility of us becoming a victim. Chief Snyder then discussed soliciting as far as the Township's policy towards it and ways to protect ourselves from potential scams. Lastly Chief Snyder talked about the Castle Doctrine and how it applies to soliciting, home security and protecting ourselves in a dangerous situation.

The meeting was turned over to the Vice President who reported on his responsibilities. He noted that there are 32 streetlights and approximately 14.5 acres of common ground within the homeowners association. This year we are looking a new vendor for the association's weed maintenance. As far as mowing the common area our new contract is the same as last year at the same price as the previous 5 years. The Vice President talked about taking the surplus from last year due to the dry summer and investing it in cleaning up our wooded areas.

The Vice President has set off smoke bombs in the past on the common ground in hopes of reducing the number of ground hogs. In the coming weeks and months he will be looking at setting off more to continue to reduce the groundhog population.

The Vice President mentioned the importance of notifying him when the streetlights are blinking. You can send an email or call him to report a light that is out or blinking. At that time he will report the problem to First Energy/Met Ed and they will come out and more than likely change the bulb and the sensor, usually within 48 hours. If the light is not fixed within 48 hours he will then call our electrician. The problem with a lot our our lights are that they are getting old and corrosion is occurring. This is the problem that we are facing with the light on Apple Blossom Lane. The Vice President is currently looking into LED lights which have a life expectancy of 100,000 hours this would also help with our electrical bill which increased by \$1,000 from last year.

Question: How much is it costing us to clean out the woods?

Answer: We are still waiting on a price regarding the clean up of the woods.

Question: Why are we spending the money to clean up the woods?

Answer: We are looking to spend the money in order clean out the dead trees which if we didn't remove would look to an increase in vermin.

The meeting was then turned over to the Treasurer for the Treasurer's report. An audit of the association's expenses was conducted and full copies of the results are currently posted on our website

www.palmyraoaks.com. The Treasurer pointed out that a detailed budget handout from the past 10 years can be found on the table. The Treasurer then reported that there are currently 2 outstanding maintenance assessments, a second late notice was sent out on Sunday, April 3rd. They will then be turned over to our lawyer to be resolved. We had 83% of the residents pay their maintenance assessment in the discounted timeframe. Next year we will be looking into offering a larger, possibly \$10 discount to homeowner's that pay early.

We currently have \$25,300.00 in our operating budget, \$20,954.00 in our CD and \$14,678.00 in our money market account. We have a reserve (capital improvement) of \$35,632.00, keeping in line with Board's policy of holding no less than \$25,000 in reserve. This past year we moved \$2,000.00 of surplus from the checking account and \$2,000.00 from the money market account and added it to our CD. The Treasurer dispensed reimbursement checks for the maintenance assessment to all officers who have served a full year, in compliance with the 1st Amendment to the By-Laws, dated May 25, 2005. Our annual yard sale will be held on Saturday, May 14th starting at 7 am, this year we sent out notices of for the yard sale to all homeowners in with the maintenance assessments.

Question: What is the interest rate on our CD?

Answer: 1.2%

Question: Is there a rain date for the yard sale?

Answer: No

The meeting was turned over to the ACC Committee Chair. The ACC Chair noted that all exterior changes on homeowner property must be approved by ACC. The ACC Chair reported that there were 12 requests from April 2010 to March 2011, 7 of them were approved, 3 of them did not require approval and 2 are pending approval based on waiting for additional information. The ACC reported that there were 2 resale certificates distributed this past year. Resale certificates must be apart of the deed filing and as much notice as possible is requested when requesting one.

Question: With the homes getting older what should be done when its time to replace roof shingles, do they need to be a certain color?

Answer: The board will be discussing that issue at an upcoming board meeting in hopes of establishing a policy on roof shingles.

The final report came from the Secretary who indicated the website is up and running with a few items still in need of uploading such as minutes from the last board meeting, the drug take back program and the financial audit/report. The web address is still the same, www.palmyraoaks.com. The Secretary asked if there are any items that the homeowners would like to see added to the website please contact him and the Board will discuss it at their next board meeting. It is also very important that if there are changes email addresses please contact one of the board members so that our records can be updated. In the last email blast that was sent out a number of emails were sent back as being undeliverable. With the addition of Verizon in our area if you swith over please inform the board of those changes. Emails are usually only sent out to alert members to problems such as construction work in the area, maybe a lost pet, a burglary or robbery, election news and the newsletter. The Secretary reported that there were no volunteers interested in running for the open positions of Vice President and Secretary. This year, as in many previous years, we thought that it might be necessary to hire a managing agent since we could not find volunteers to fill 2 of the 5 officer positions. Luckily the current Vice President and Secretary are willing to stay on the Board. How do we avoid this in the future? You must be willing to serve as an officer or on one of the 3 standing committees. Without enough volunteers, the Board will be forced to hire a managing agent. The Secretary asked if there was anyone opposed to the Vice President and Secretary staying on. There was a motion by the Treasurer to approve and a second by Don Hassenbein, the motion carried.

The President thanked everyone in attendance for coming out to the 11th Annual Meeting. The President invited all members to attend our 11th Annual Meeting which will take place the first Monday of April 2012 at the Municipal Center in Palmyra, starting at 7:00pm. Next year the President, Treasurer and

Architectural Control Chair positions will be up for election and homeowners are encouraged to consider running for one of these offices.

There were 25 of the 151 homes represented at the annual meeting.

Meeting adjourned at 9:05 p.m. with a motion from Jim Graeff and seconded by Ray Urban.

Respectfully submitted,

Eric Hoffman
Secretary