

Oaks Homeowners Association Board Meeting
May 19, 2010
34 Truman Street

In Attendance: Don Bliss, President; Jim Graeff, Vice President; Eric Hoffman, Secretary; Pat Raskauskas, Treasurer and Mack Copeland, ACC.

The meeting opened at 7:30PM with a motion to approve the April 5, 2010 Annual meeting minutes by the Treasurer, seconded by the ACC, motion was approved.

The Secretary's report included the following topics:

- **Newsletter:** The Secretary reported that all the letters from the board members have been received and a rough draft of the newsletter has been put together. The Secretary asked if any of the board members had any suggestions for articles to add to the newsletter. No ideas were presented so the board suggested that we omit the "in the neighborhood" and "summer tips" pages of the newsletter bringing the amount of pages from 6 to 4.
- **Website:** The Secretary informed the board that an invoice from Katie Daniels was received for the work she has done on revamping the website. The Secretary also mentioned that if anyone has any important future dates to let him know so that those dates can be added to the Association calendar of events on the website.

The Treasurers' report included the following topics:

- **Financial Reports:** The Treasurer reported that she had the money market account reassessed and the interest went from \$0.64 in February to \$7.14 in March and \$10.27 in April.
- **Maintenance Assessments:** As of 5/19/10 we currently have all the maintenance assessments, however one homeowner sent in a complaint letter and stated they were not paying the \$25 late fee due to a neighbor at 433 Oak Lane not taking care of their shrubs and grass. The board is going to compose a letter to the homeowner stating that the \$25 late fee needs to be paid and if they have a problem a separate letter needs to be written and submitted to the board.
- **Balances:** As of 5/19/10 we have \$20,330.29 in our checking account and \$33,248.34 in our saving account (\$16,589.78 in our CD, which will mature 12/12/2010 and \$16,58.56 in our Money Market account).
- **Invoice:** The Secretary informed the board that we owe \$348 to Katie Daniels for our Associations web domain. The ACC made a motion to pay the invoice and it was seconded by the VP, all board members were in favor and the motion carried.
- **Insurance Certificate** – To date no insurance certificate has been received from TruGreen. The Vice President is going to send them another email.

The Architectural Control Committee Chair's report included the following topics:

- **Homeowner Requests:** The ACC reported that he has received 5 new requests within the past two weeks. Three of them notified him via the website and 2 were phone calls. Three of the 5 requests were approved, 6 Pin Oak, 1430 E. Maple St. and 15 White Oak Circle. The other two are pending, 27 Truman St. and 91 Pin Oak St. The ACC is going to check with Ray on fencing for the townhomes.
- **Resale Certificate:** 446 Oak Lane has an enclosed hot tub on the modification request received by the board there was no mention of a roof or the roofing material being used. The request was initially

denied but a resale certificate was issued. The sale of the place might have fallen through due to the fact that closing was supposed to occur a week or two ago and the house is still sitting vacant.

The Vice President's report included the following topics:

- **Sink Hole:** The sinkhole behind Hickory Street is being filled. Brownie's brought edgings and concrete to fill it.
- **Maintenance:** The VP sprayed the common ground fence this week and chopped off the vines that were growing on it.
- **Streetlights:** The VP reported that all streetlights within the association are currently working. He is also currently working on getting an estimate from Terry Gingrich for LED lights which are better for the environment and will last a lot longer than the current lights. We have 32 lights in the Oaks. Terry is going to see if the LED lights will fit into our current light fixtures. If that's the case the cost will be a lot less.
- **Holes:** The holes at the triangle in Pin Oak have been filled by a homeowner.
- **FIOS Claim:** A request for \$317.40 is going to be submitted to Verizon for the repair of the Association's sign light cable.

The President's report included the following topics:

- **Complaint:** A complaint has been brought to the President's attention. The resident at 1423 East Maple St. has a wood burner that gives off a smell and there is a child in the neighborhood with Asthma. The President is going to talk with the neighbor concerning this issue.
- **White Fence:** The homeowner at 75 Pin Oak asked the board who owned the white fence by the residence. The Association owns the middle part of the fence and the homeowners on each side of the fence own the sides. The ACC is going to check with Ray Urban to discuss how much of the middle the Association owns.
- **Private Property:** The private property signs around the common ground are coming down, new ones will need to go up to replace them.

The next meeting will be held on August 18, 2010 at the Treasurer's house at 103 Truman Steet, beginning at 7:30 pm.

The meeting adjourned at 9:00 pm with a motion from the Treasurer seconded by the VP.

Submitted by Eric Hoffman, Secretary