

The Oak's HOA Board Meeting
12/5/12
204 Apple Blossom Lane, Palmyra, PA 17078

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

Meeting was called to order at 7:08PM

There were no corrections to the minutes from the last meeting of 09/20/12; motion to approve by the Treasurer and seconded by the Vice President, motion carried.

Vice-President Report:

- 3 light problems – Pin Oak Circle - globe was broken and there was an accumulation of insects, after replacement there was a complaint that the light was too bright. Truman – the light was on constantly, the sensor was replaced and the light was turned. Truman and Oak – light was out right after Hurricane Sandy, Terri Gingrich came out and fixed it the next day.
- The pipe installation from the bowling alley to the sewer plant is finished. There was planting damaged right after the storm, they came out and replaced it the whole way down to the bottom of the hill.
- Behind Hickory Street in the common area there are three sinkholes. The sinkhole that was filled in is now starting to open again. Brownie recommended Weaver's to fill in the sinkholes. Right now the ground is too soft to get into the area. Once the ground freezes we are going to see about possibly getting four or five trucks of fill to fix the sinkholes.
- The Board is going to suspend services with Met-Ed, as long as we are not under a contract with them and go exclusively with Terri Gingrich. We will need to obtain a certificate of insurance from Terri. A motion was presented by the ACC and seconded by the Treasurer, motion carried.

Secretary Report:

- Website has been updated and currently is up-to-date.
- An email blast was sent out to all the residents in hopes of getting updated contact information and emails. Attached to the request was a survey asking the residents whether or not they would like to see the Association develop a Facebook page. We received only 21 responses to the question, 11 voted for a Facebook page and 10 voted against.
- We have obtained two candidates for the upcoming election, one for the Vice President position and one for the Secretary position. Biographies for the candidates have been submitted to the Secretary. It has been proposed to include this year's election ballots in with the invoices in order to cut down on costs and to encourage more participation in the election.

Treasurer Report:

- Current assets: \$7,260.41 in checking; \$16,691.54 in the Money Market Account and \$21,308.54 in the CD. The total projected assets for 12/31/12 is \$45,020.00.
- All invoices are paid to date.
- Budget is in line with what was projected for calendar year 2012.
- Next year's proposed budget has been submitted by the Treasurer. The projected total revenue and the total projected expenses for 2013 is \$24,055.00.
- The yard sale will be May 18, 2013.
- Next year's Annual Meeting will be held on April 1, 2013.
- Assessment letters will go out January 1, 2013.
- Treasurer's report was approved by the VP and seconded by the ACC and accepted by the Board as presented.

ACC Report:

- 59 Truman Street has requested a tree replacement that they lost during the storm last year and they also wanted to repaint their faded green shutters black. Both requests were approved.
- 75 Pin Oak Street the homeowners moving in there would like to put up a flag pole. Once they are moved in the ACC will meet with them to see where they would like to place it.
- The need for new roofing in the next couple of years is a possibility for the townhomes and duplexes. The ACC has obtained the name of the shingle and the color. The ACC has the name of someone that he would be able to recommend to replace the roofs.
- Moisture has been discovered in the walls of several of the duplexes built by Dennis Hess. There may be a problem with more units, especially those with two stories of vinyl sided framed walls and exposed basements containing a 6 or 9 foot door along with an attached deck. In the lower level wall near the ends of a first floor door and the ends of a deck where the deck is attached to the main structure the moisture has been found in vinyl sided walls, if the lower wall is poured concrete the problem may not exist. There is no moisture barrier such as Tyvek installed, at the time of installation; this may not have been a part of the building code. We recommend that all duplex owners check the inside of framed basement walls for moisture and possible mildew. The trapped moisture can deteriorate the frame wall and create a health hazard if mold and mildew should form.

President Report:

- 438 Oak Lane has been sold.

New Business:

- We do not have a location for the Annual meeting due to the upcoming construction in the Palmyra Municipal building; there will be no extra parking at the time of the meeting. It has been proposed to see if we can try to get the North Londonderry Municipal building.

Meeting adjourned at 9:08 PM

Next Meeting scheduled for 7:00PM on 2/21/13 @ 45 Hickory Street.

Submitted by the Secretary.