

16th Annual Oaks Homeowners Meeting
Monday, April 4, 2016 at 7:00 pm
Rothermel Funeral Home, 325 S. Railroad Street

The President opened the meeting at 7:05 pm. He announced that we had a meeting quorum, welcomed everyone and thanked everyone for taking the time to attend this year's Annual Meeting.

The President then introduced the Board Members: **The President** – Jim Graeff, jjgraeff92@comcast.net- **The Vice President** – Ed [Kenyon, -edkenyon@hotmail.com](mailto:edkenyon@hotmail.com) **The Treasurer** – Deb Blanchard, mdblanchard@comcast.net- **The Secretary** – Ann Mease Shiner,- annmease@hotmail.com- **The Architectural Control Committee Chairman** – Mack Copeland, warren.copeland@verizon.net.

The President then introduced the guest speaker the owner of Rothermel Funeral Home, Travis Finkenbinder. He spoke about a range of personalized services to suit your family's wishes and requirements. You can count on them to help you plan a personal, lasting tribute to your loved one, and they will carefully guide you through the many decisions that must be made during this challenging time. You are welcome to call them at any time of the day, any day of the week, for immediate assistance or visit their funeral home in person at your convenience.

The meeting was turned over to the Vice President who reported on his responsibilities. The vice president thanked all the homeowners for attending the meeting and thanked all who have assisted in keeping the Oaks in great condition. The Oaks has 14.5 acres of common ground which includes 3 retention ponds which are currently being mowed by Brownie's Lawn Service. We will continue to have Brownie's do the lawn care for 2016 at the same cost structure. We currently have no sinkholes issues, however, we had a tree fall against a townhouse that did some damage. In light of this we decided to eliminate some trees that were a potential problem. We have scheduled the Greenkeepers Company to kill the weeds in the common areas 2 times in 2016. We may look at the signage coming into the Oaks for possible refurbishment.

The vice president went on to give a report on the street lights in the Oaks. Currently the Oaks consist of 32 street lights and in 2015, 4 bulbs, 4 sensors and 2 LED light have been replaced. The current inventory consists of 2 fixtures, 3 globes, 1 bulb and 1 sensor. Led light conversions were researched and at this time there are two possibilities: 1. Factory recommended (\$732X 32 = \$23,424) plus installation. 2. Proposal from a local electrician which would include an LED light and jury rigging the fixture to eliminate the ballast and capacitor (\$13,000) estimated cost. Utilizing either one of these methods will save approximately \$100.00 to \$150.00 per month on electricity, according to the Met Ed calculation.

Finally, all suggestions and observations concerning street lights and common grounds are more than welcome, feel free to contact Ed at 717-641-3084 or email edkenyon@hotmail.com.

The meeting was then turned over to the Treasurer for the Treasurer's report. An audit of the association's expenses was conducted by Garcia Garman and Shea PC; full copies of the results are currently posted on our website www.palmyraoaks.com. The Treasurer pointed out that a yearly analysis sheet can be found on the table as well as on the association's website. The Treasurer then reported that there are currently 2 outstanding maintenance assessments, and a second late notice was sent out to them informing them that they now owe \$200. We offered a \$10 discount again this year for early payment, and 127 homeowners took advantage of this opportunity; 15 homeowners paid at the face value of \$165; and nine homeowners paid the face value plus the \$25 late fee. Last year seven resale certificates were requested.

We currently have \$21,426.83 in our operating budget (checking) and \$21,675.66 in our CD and \$17,720.99 in our money market account. The Treasurer dispensed reimbursement checks for the maintenance assessment to all officers who have served a full year, in compliance with the 3rd Amendment to the By-Laws, dated August 6, 2015.

The meeting was turned over to the Secretary who indicated the website is fully up-to-date as of the meeting. The web address is still the same, www.palmyraoaks.com. Homeowners can view such things as past newsletters, Board meeting minutes, the yearly financial analysis, an exterior modification request form, legal documents, announcements and homeowners can also contact the Board members via email directly from the website. We encourage everyone to submit pictures to be added to the web page.

It is also very important that homeowners inform the Board of any changes to your email addresses. If there are changes to your email addresses, please contact one of the Board members so that our records can be updated. 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 went on to inform the Homeowners the outcome of the voting ballots sent out in the mail. The ballots were counted by Claudia Zulick and Helen Bernhardt prior to the meeting. Several homeowners brought ballots to the meeting and the volunteers counted the ballots again at the meeting.

Jim Graeff was voted in for another term as President with 58 ballots. Tom Zimmerman was elected to replace Mack Copeland as the new Architectural Control Chairman with 58 ballots. The secretary congratulated Jim and Tom for giving their time to the Oaks Association Board. Thank you, Helen and Claudia, for assisting with the counting of the ballots for the 2016 election.

1. **The meeting was turned over to the Architectural Control Committee Chair.** The ACC Chair noted that all exterior changes on homeowner property must be approved by the ACC. The ACC Chair reported there were 10 requests since last year's annual meeting, all 10 of them were approved, one of which needed post approval. --1 front door replacement--4 rear deck/patio installations-- 2 storage shed installation--3 fencing installations. There were 7 Resale Certificate site visits/inspections since the last annual meeting, all of which were approved with no violations cited.

The ACC Chair emphasized paint colors and stressed that duplex/townhome owners are to adhere to the color specs for garage doors and home entrance doors. These specs are on our web site, and the ACC maintains copies if any homeowner wishes a copy. Single family homeowners were also advised by the ACC that, while they enjoy more flexibility in house paint colors, nevertheless there is a requirement for checking with the ACC for approval if colors are being changed. This is to ensure that no garish or "rainbow" colors should suddenly appear in the Oaks.

The ACC informed the homeowners that no matter how minor they may think the modification or change is, please fill out an exterior modification request just in case or to contact him so that there will be no problems when the homeowner goes to try to resell the property. There are 3 ways to submit plans for modifications, telephone, email and the website.

The final report was given by the President. The President thanked everyone in attendance for coming out to the 16th Annual Meeting. He thanked Mack Copeland for his 6 years of service on the board.

The President invited all members to attend our 17th Annual Meeting which will take place the first Monday of April 2017 at a location to be determined. Next year the Vice President and Secretary and Treasurer positions will be up for election and homeowners are encouraged to consider running for one of these offices.

There were 39 of the 151 homes represented at the annual meeting.

Meeting adjourned at 7:50.

Respectfully submitted,

Ann Mease-Shiner
Secretary