

Oaks Homeowners Association Board Meeting
March 8, 2012
34 Truman Street

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

The meeting opened at 7:00 pm, with a review of the January 19, 2012 meeting minutes. There was a motion to approve the meeting minutes by the ACC, seconded by the Treasurer, motion was approved.

The Vice President's report included the following topics:

- **Streetlights:** There was a streetlight out up on Oak Lane which was fixed on 3/6/12, all streetlights are currently working.
- **Sinkholes:** The sinkholes have been checked and are holding their own, there's one or two that may need some more fill. The holes behind the pumping station are getting larger. The President is going to talk with the Township about getting those filled in.
- **Common Ground Contracts:** The VP received an email from Brownie telling him that he should receive a bid from him within the next week. The Greenskeepers' bid appears to be the same as last year. The VP is going to see if in midsummer they would cut the bank by Pin Oak Circle and spray rocks at the retention ponds for weeds.
- **Groundhogs:** The groundhogs are becoming active around the Association. The VP and the ACC are going to go around in the upcoming weeks to bomb the groundhog holes.

The Secretary's report included the following topics:

- **Website:** The website is currently up-to-date. A change was made to the Maintenance Committee page regarding adding a new member to the committee.
- **Facebook Page:** One of the homeowners has suggested the Association look into creating a Facebook page for the Association. The Secretary is currently trying to develop one that would enable us to have a locked, secure page where only homeowners have access to its content.
- **Elections:** To date all of the election ballots have been addressed and mailed out. We have received 70 ballots with one currently that does not count due to their Maintenance Assessment is still outstanding.

The Treasurers' report included the following topics:

- **Balances:** Currently we have \$22,684.92 in our checking account and \$37,835.12 in our saving account (\$16,685.94 in our Money Market Account, and \$21,149.18 in our 37 month CD).
- **Treasurer's Report:** The financial statement for 2011 has been posted on the website. Each member present at the Annual Meeting will receive a copy of the yearly analysis which is also posted on the website.
- **Annual Assessment:** There have been 143 annual assessment payments received to date. This year 11 homeowners received the 1st notice of being late. There are 8 homeowners that still owe their assessment and one homeowners still owes an additional \$25.
- **Election/Ballots:** Homeowners have been sending their Maintenance Assessment with their ballots in the self-addressed stamped envelope. The Treasurer with the approval of the President opened the envelopes that there was no return address on them or if they did have a return address on them and they were one of the homeowners that still owed their Maintenance Assessment.
- **Taxes:** The Treasurer reported that we do not owe any money in Federal taxes.

- **Yard Signs:** The Treasurer looked at Staples to see about purchasing yard signs to announce upcoming events of the Association or to info homeowners of important issues, they were \$148 for 6 cardboard signs. We are going to keep looking around for a less expensive alternative.
- **Restrictions & Covenants:** The Treasurer looked into the R&C's regarding the upcoming election and found that in Section 6.01 it establishes the make up of the board except for the ACC. Article X determines who are the officers and which officers are on the Board of Directors. It also mentions that officers shall be chosen by majority vote of the Directors and shall hold office during the pleasure of the Board of Directors. In Section 12.04 states that at the Annual Meeting, one-tenth (1/10) of the votes of each class of membership shall constitute a quorum for any action governed by these By-laws. The only time 2/3 of the homeowners votes are required are if we borrow money or if there is a change in the R&C's. The Second Amendment added the ACC as an officer and established that the officers and the Board of Directors were one in the same. Section 10.02 (Revision) states that the officers shall be chosen by majority vote of the association members. A majority is defined as ½ the homeowners plus one. So 77 ballots must be received in order for the election to be valid, if we do not receive the required 77 ballots at the Annual Meeting we can hold an election with the attending homeowners as long as one-tenth (1/10) of the members are present.
- **Participation/Involvement:** The Treasurer mentioned the idea of inviting homeowners to meetings so that they can see what's involved with being a board member in hopes of getting more people to run during election time.

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

- **Homeowner Requests:** The ACC reported that there was a request at 454 Oak Lane to build a backyard fence to contain a dog, he is going to talk to the homeowner regarding the height of the fence. There was also a request at 11 Red Oak Circle to screen in an existing deck/patio. A post approval for a fence is going to be sent out to 260 Apple Blossom Lane for the fence, the ACC was out there and looked at the dimensions.
- **Resale Certificates:** There has been no new resale certificates requested.
- **Complaints:** The ACC sent out a letter regarding the fence at 27 Truman Street being over the property line.

The President's report included the following topics:

- **Waste Management:** The President is still talking with Waste Management regarding new prices for the Association. The President and VP has a meeting set up with them on Friday, March 16th to get those figures and details on a tag program for homeowners that do not put much trash out on a weekly/monthly or yearly basis.

The neighborhood concerns report included the following topics:

- **Complaints:** The VP is going to compose a letter to present to the board to be sent out to homeowners about cleaning up their yards to improve the look of the Association. The letter is also going to mention about spraying and treating broad leaf weeds. The VP also mentioned about the number of Christmas decorations that are still up throughout the Association.

The Annual Meeting preparations report included the following topics.

- **Agenda:** The Board is going to use the same basic agenda as last year's meeting except for the guest speaker. The Secretary is going to bring a sign in sheet, extra ballots and a voter tally sheet to the Annual meeting. The Treasurer is going to print off a copy of the address label sheet to have the volunteers check off who voted in the election.

The next meeting will be held on May 17, 2012 at the Treasurer's house at 103 Truman Street, beginning at 7:00 pm.

The meeting adjourned at 8:47 pm with a motion from the Treasurer seconded by the VP.

Submitted by Eric Hoffman, Secretary