

The Oaks Board Meeting Minutes
Monday, June 5, 2023 at 7:00 pm
340 Oak Lane, Palmyra, PA 17078

The President opened the meeting at 7:04 pm. She announced that we had a meeting quorum and welcomed the Board Members.

The Board Members in attendance were:

- President, Betsy Jamison, president@palmyraoaks.com
- Vice President, Kay Black, vp@palmyraoaks.com
- Treasurer, Bill Campoll, treasurer@palmyraoaks.com
- Secretary, Lauren McCullough secretary@palmyraoaks.com
- Architectural Control Committee Chairman (Interim), Michael Wheeler, acc@palmyraoaks.com

The President began the meeting with follow up on some complaints that were submitted.

President report:

It was reported in April that there was a tree stand in the woods behind Pin Oak Street. The police department was contacted and we were told “*The wooded area behind Pin Oak St. is private property and does not belong to the Oaks.*” To confirm this, the ACC chair and Vice President walked the area in question and the tree stand is not located on the HOA property. We will be looking into any next steps that can be taken including appropriate signage that can be posted to prevent hunting and trespassing.

Reminder: According to our Restrictions and Covenants Section 6.16 - Amendment II
No sign of any kind shall be displayed to the public view on any Lot except one professional sign of not more than two (2) square feet or one sign temporarily advertising the property for sale or rent, or signs used by a builder or developer to advertise the property during the construction and sales period.

The President invited the Treasurer to give their report.

Treasurer report:

All assessments have been collected for 2023 and there have been no changes to the budget. The Association has \$25,000 in reserve for capital expenses.

The President welcomed our Interim Architectural Control Committee Chairman, Michael Wheeler, and thanked him for joining the Board.

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ACC Report:

Michael has been brought up to speed on all outstanding ACC requests, and has been responding to new inquiries as they come in.

It's come to our attention that replies from the ACC are landing in people's SPAM folders. If you submit a request to the HOA please be sure to check your SPAM folder in case your response is diverted there.

Reminder to all residents: When requesting approval on changes to your property please include a detailed description of the changes requested, and any building plans or images available. The Association will also need copies any Building and Zoning permits necessary for the work being done.

Information about requirements and specifications are available on our website.
(<https://www.palmyraoaks.com/>)

The President invited the Vice President to give their report.

Vice President report:

There have been no reported issues with the street lights. The Common Grounds have continued to be maintained, and we discussed the frequency needed given the drought like conditions we've had. Brownies and Greenskeepers will be contacted to adjust the mowing schedule.

There has been a lot of wear and tear to the Oaks sign at the entrance on Apple Blossom. Kay will be seeking quotes on replacements and repairs.

The President invited the Secretary to give their report.

Secretary report:

The updated Bylaws and Amendment 4 have been uploaded to the website. All of the Board members have received new email addresses and those have been updated on the website as well. New spreadsheets and information have been added to the Google Drive.

Kay Black, VP, motioned to vote on the purchase and use of an external hard drive for backing up our digital records. Bill Campoll, Treasurer, 2nd the motion. The Board unanimously voted YAY on the motion.

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We discussed the details of the annual Acorn Newsletter that will be sent out to residents this Summer.

The meeting was adjourned at 8:50pm.

Submitted by
Lauren McCullough, Secretary