

Oaks Homeowners Association Board Meeting
December 6, 2010
45 Hickory Street

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

The meeting opened at 7:35PM with a review of the last meeting minutes then a motion to approve the October 20, 2010 meeting minutes by the Treasurer, seconded by the ACC, motion was approved.

The Vice President's report included the following topics:

- **Common Ground:** The Vice President reported that nothing was done by Brownie as far as clean up of common ground since the last board meeting. The VP would like to hold off on cleaning the common ground until the spring. The Treasurer is going to allot \$1500 extra for next year since the budgeted money for this year was not used due to dryness. In the spring the clean up will entail the catch basins and the wooded area.
- **Tru Green:** Tru Green sprayed for weeds on November 24th. The VP is going to call them because the spraying was ineffective due to the lateness of the spraying the weeds were already dead. The Board is going to table the bill for now and the VP is going to follow up with Tru Green. The VP is going to revisit the contract with Tru Green and request proposals from other local landscaping companies.
- **Streetlights:** All streetlights are fixed and working.
- **Annual Meeting:** The room reservation for the Annual Meeting has been requested, the VP is waiting for them to send us a written confirmation. The requested date is Monday, April 4, 2011.
- **Basketball Hoops:** There are still two basketball hoops in the roadway, one on Oak and one in the circle of Hickory. The Board is going to contact these homeowners and request that they be moved off the street due to snow plows clearing the roadways in the winter time.

The Secretary's report included the following topics:

- **Website:** The website is up-to-date and the Secretary has reported that a large number of homeowners are visiting the site and have been sending in email requests and questions from the website.
- **Email Addresses:** The Secretary reported that when he sent out an email blast to all homeowners that have email addresses on file with us, regarding election candidates that he received 6 emails that came back saying the homeowner was not receiving emails from this unknown email address. The Secretary is going to follow up with these homeowners as well as mentioning at the Annual Meeting the importance of not only having updated email addresses for the homeowners but making sure that security settings allow for emails to be received from the board members.
- **Election:** There have been no volunteers up to this point regarding running for the two board positions (Vice President and Secretary). Both the Vice President and Secretary have said that they will run again in 2011. There will be a letter sent out with the maintenance assessments asking for any interested people to run for these positions. The deadline for interested people to submit their name will be February 1st. Another email blast will be sent out at the beginning of next year asking for potential candidates.

The Treasurers' report included the following topics:

- **Maintenance Assessment Letters:** The letters are ready to go out, we are currently awaiting the confirmation of the room for the Annual Meeting.

- **Balances:** As of 12/6/10 we have \$10,338.29 in our checking account and \$33,460.78 in our saving account (\$16,864.36 in our CD, which will mature on 12/12/2010 and \$16,675.81 in our Money Market account).
- **Interest Rates:** The Treasurer looked into interest rates from a number of different banks and discovered that the rates the banks are about the same.
- **Budget Transfer:** The Treasurer asked the board about the possibility of moving \$2,000 from our Money Market account and \$2,000 from this year's current budget and put that \$4,000 into our CD and renew it. This would give us \$20,000 in our CD. A motion to approve this transfer was requested by the ACC and seconded by the VP, the motion carried unanimously.
- **Financial Audit:** The Treasurer reported that we have a signed agreement with Garman to perform our financial Audit.

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

- **Homeowner Requests:** The ACC reported that he has not received any new requests for modifications since the last board meeting.

The President's report included the following topics:

- **Waste Management:** The President had a meeting with Tom Stang from Waste Management from which Tom was going to provide the President with a list of every level of service they provide and the costs associated with them. At this point in time he has not received a list, the President is going to follow up and acquire that list prior to the Annual Meeting so that he can review it with the homeowners.

The next meeting will be held on February 7, 2011 at the ACC's house at 61 Hickory Street, beginning at 7:30 pm.

The meeting adjourned at 8:50 pm with a motion from the Treasurer seconded by the ACC.

Submitted by Eric Hoffman, Secretary