



The Oaks Homeowners Association, PO Box 163, Palmyra, PA 17078

## MESSAGE FROM THE BOARD

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Greetings from the board! With the spring, summer, fall and winter on its way we would like to give you some valuable information about attractions and venues within 1-2 hours of the Oaks Community. Gettysburg attractions include the Gettysburg National Park, Gettysburg Visitor's Center, Historic Lincoln Train Station and Wills House. Downtown Harrisburg attractions include City Island, Metro Park, Whitaker Center, Pride of the Susquehanna, National Civil War Museum, State Capital and Pennsylvania State Museum. The Hershey area attractions include Hersheypark, Chocolate World, Hershey Gardens, Giant Center and Hershey Theater. Do not forget about Mt Gretna which has quite an array of summer entertainment such as The Gretna Playhouse, Timbers, Mt Gretna Lake and of course the Jigger ice cream shop. **There are numerous web sites to visit for further information about all of the above Venues and Attractions:**

[www.gretnatheater.com](http://www.gretnatheater.com)  
[www.visithersheyharrisburg.org](http://www.visithersheyharrisburg.org)  
[www.gettysburgfondation.org](http://www.gettysburgfondation.org)

## Message from the President

Greetings neighbors. The year 2015 has brought about some major changes to the board that has been reasonably stable for the past four years. At our October 2014 meeting President Don Bliss rendered his resignation as President of the board. Since I was the Vice President at the time I moved up to Acting President. In the year end elections I was voted in as President and will finish the President's term which expires at the end of 2015. Eric Hoffman has filled the position of Secretary for the past six years. Eric's increasing work duties with the State of Pennsylvania caused his decision not to run again.

Pat Raskauskas has elected to end her time on the board as treasurer at the annual meeting in April 2015. Pat has served on the board in three positions for the last ten years and will be greatly missed. The position of Architectural Control Chairman held by Mack Copeland will stay the same at least until Mack's term ends at the end of 2015. In October 2014 when I moved up to the President's position, Ed Kenyon volunteered to take the position of acting Vice President. Ed's work history in Mall Facilities Management made him a perfect fit for the Vice President's position. Ed was then elected to the Vice President's position for the two year term

starting in April 2015. Deb Blanchard has taken an interest in board activities for the past three years and volunteered to run for the Treasurer's position. Deb was elected to that position in the year end election. She will complete the Treasurer's term of one year. Deb has worked as a controller for a state medical society and again is a perfect fit for this position. Ann Mease-Shiner works as Area Director of Sales in the hospitality industry. Ann's term as Secretary is two years. Ann's excellent computer skills makes her a perfect fit as secretary of the HOA Board.

## Message from the President (continued)

I am very excited about this new board and am looking forward to working with them over the coming years. Also, I'd like to thank all those folks no longer on the board for their service to our community. On another note, we still have a problem in our community with vehicle speed and the flagrant disregard of stop signs. I have discussed this problem with several active and retired policemen living in our community. They all agree we have a minority of folks who are ignoring the local traffic laws, and they are putting our community's children and many walkers at risk on a daily basis. I am pleading with all drivers to help keep our streets safe.

I am writing this message the weekend of Memorial Day. I am proud of our community since most properties look so well kept along with the great profusion of American flags along our curbs. Those of you with lawn problems I would urge you to invest in lawn fertilizer and weed control products. They both make a big difference in the appearance of your property as well as the appearance of the Oaks Community. The Annual Homeowners Meeting this past April was held in the community room of the Rothermel Funeral Home. Since this meeting is always held on the same night as a major sports event we try to

keep the duration of the meeting under control. This year the meeting was strictly HOA business and ended in slightly less than an hour. In addition, I am working to keep all board meetings to no more than an hour in duration. These shortened meetings along with an increased performance award for board members may help us attract more folks to volunteer to be on the board so that we may never again have to consider turning the HOA duties over to an outside party. Financially the HOA is quite healthy. Our total assets exceeded \$50,000

at the beginning of 2015. All expenditures have been within budget and each year we have been able to move at least \$2000 into our money market account as a hedge against any future unexpected major expenditures. We have been saving money by doing some of the maintenance work in the common area ourselves rather than contracting it out. We are also looking into changing our street light lamps to LED lamps. If we can make this change we will realize a major savings on our electric.

## Message from the Vice President

The Vice President would like to remind everyone that the goal of the board is to keep the neighborhood in pristine condition for all to enjoy. The role as vice president includes maintaining street lights and the common areas of the Oaks. He noted there are 32 streetlights and approximately 14.5 acres of common ground within the homeowners association. He is hopeful that the two gentlemen helping the previous vice president will continue in that role. Ed has also asked Dave Zulich to assist which would give the vice president three gentlemen on the maintenance committee.

This will allow for further consultations and discussions to improve upon the common areas within the Oaks Community. The Vice President informed the homeowners since he took office in August we have replaced three globes, three bulbs, two sensors and fixtures. The HOA is maintaining inventory of globes, bulbs, sensors and fixtures. The common area gets mowed by Brownie Lawn Service along with the retention ponds (once a month), broadleaf weed control is sprayed throughout the common area by the groundskeeper and the

hill below Pin Oak Circle gets cut/maintained. The sink hole in the common area is filled in and being monitored.

The Oaks entrance sign looks satisfactory at the present time, however, we are currently looking into a cost to refurbish going forward. It has been noted that some residents are continuing to deposit lawn trash and dead bushes in certain areas of the Oaks common areas. The North Londonderry Township does pick up tree branches and bush cuttings the first Monday of each month.

Waste Management will pick up 6 bags of grass clippings on trash day. Finally all suggestions and observations concerning the street lights and/or common grounds are more than welcome. Direct all communications concerning these two areas to the vice president, Ed Kenyon, at 641-3084 or email [edkenyon@hotmail.com](mailto:edkenyon@hotmail.com)



## Message from the Treasurer

In accordance with our By-Laws, the annual audit was completed by Garcia Garman and Shea, PC in February 2015. The *Financial Statements, December 31, 2014 and 2013* have been posted online.

With no large unanticipated expenses in 2014, the Board was able to stay within budget and transfer \$2,000 to the money market account to replace some of the funds withdrawn in 2013 to make repairs to the common ground.

Eight resale certificates were issued in 2014 for homes in our development.

Please remember that if you place your home on the market, you are required to obtain a resale certificate in order to complete the transaction at closing. Resale certificates ensure that prior maintenance assessments have been paid and any exterior modifications to the property are within the guidelines of the Restrictions & Covenants. You or your realtor should contact President Jim Graeff with a request for a resale certificate at least two weeks prior to closing to ensure all paperwork can be completed. The cost is \$50.

The By-Laws amendment proposed at the 2014 Annual Meeting to establish the annual service award for Board members at double the cost of the annual maintenance assessment, not to exceed \$500, passed and has been adopted into our By-Laws. Beginning in April 2016, the new service award will be paid annually to all Board members who successfully complete a full year of service on the Board. At the time of the Annual Meeting two 2015 maintenance assessments were outstanding; both were

resolved shortly thereafter. This year, 131 homeowners took advantage of the \$15 discount on the assessment fee by paying in January, while 9 paid the standard fee of \$165 and 11 paid the standard fee plus an additional \$25 late fee. Thank you for making prompt payments of your annual assessments, ensuring that funds are available for timely payment of our financial obligations. Finally, thank you to Pat Raskauskas, Don Bliss and Eric Hoffman for their many years of service to their neighbors.

## Message from the Secretary

Greetings from the desk of the newly elected secretary. I am very pleased to be able to assist on the board for 2015. The Oaks Community is a wonderful community filled with numerous demographic ages and a lot of talented individuals. If anyone has any suggestions feel free to email any of the board

members, all of our e-mail addresses are on the Oaks web site. The web address is still the same, [www.palmyraoaks.com](http://www.palmyraoaks.com). Homeowners can view such things as past newsletters, board meeting minutes, the yearly financial analysis, exterior modification request forms and legal documents.

A new feature has also been added enabling residents to submit pictures to be posted on the website. 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 us so the records can be

updated for future mailings. 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, and election news. I would also like to thank Pat, Don and Eric for the many years spent on the board! Have a great summer and fall!

## Message from the Architectural Control Chairman

The spring and summer seasons are the most likely times for our residents to be making architectural changes or additions to their properties. Don't forget that any such changes are to be submitted to me in order to ascertain that such changes are in accordance with the Oaks HOA Restrictions and Covenants. There is a form on our website for submitting your requests. After receiving your

I will make promptly contact with you to review any plans - drawings for your addition, plus inspect the property site to eliminate any concerns for property lines, utility/drainage, easements, etc., and then promptly provide you with a formal response to your request. I would highly recommend that each homeowner review

His/her copy of the Oaks Declaration of Restrictions and Covenants. This copy was part of the settlement documents which each homeowner received, and signed, when purchasing property in The Oaks. This document provides initial information on what may be permitted or excluded within your property. There are, as well, some differences in what may be permitted for

single-family homes versus duplexes and townhouses, particularly in reference to paint colors and roofing shingles. Finally, our website does contain specifications for paint colors for the duplexes and townhouses, along with other useful information with respect to roofing shingles for all properties. I highly recommend that you peruse our website for this helpful information.

**The Oaks Homeowners Association**

P.O. Box 163  
Palmyra, PA 17078

E-MAIL:  
jjgraeff92@comcast.net

**CHECK OUT OUR WEBSITE AT:**  
[www.palmyraoaks.com](http://www.palmyraoaks.com)

**FAQ's of Homeowners**

**When is the annual yard sale?** The annual Oaks yard sale is always scheduled in May. For the exact date please refer to your maintenance assessment letter you receive in January. Once we establish the date we will also be posting the date on our website ([www.palmyraoaks.com](http://www.palmyraoaks.com)).

If you would like further information on the yard sale please contact one of the board members.

**Why do we have an Association?** Any development in PA that owns common ground and their own street lights falls under the "Planned Community" law and must register as an Association.

**What legal documents apply to the Oaks Homeowners Association?**

1) Articles of Incorporation; 2) the By-Laws plus 1<sup>st</sup> & 2<sup>nd</sup> Amendments and 3) Declaration of Restrictions & Covenants plus 1st, 2nd and 3rd Amendments. A copy of these documents are given to all new

owners at settlement. Ask for a replacement copy if you need one.

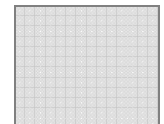
**What exterior modifications must be approved?** Check the Restrictions and Covenants, plus the 3 amendments, for a list of items requiring approval from the Architectural Control Chairman. Call the Architectural Control Chair for further clarification and to submit your request.

**Why do I have to pay "dues" each year by March 1?** The term "Dues" is actually not correct since this term is normally used when one belongs to a Social Club. The correct term, per our legal documents, is "Annual Maintenance Assessment" which goes toward upkeep of the Association.

**When is the Annual Meeting held and why should I attend?** The annual meeting is normally held on the first Monday in April. Exact date, time and location of the Annual Meeting will be

announced when you receive your Assessment in January. Each year, either 2 or 3 of the 5 Board Member positions are up for election. The President, Treasurer and Architectural Control Chair positions are elected in even years; 2010, 2012, etc and the Vice President and Secretary positions are elected in odd years; 2011, 2013, etc. Each Board member provides a formal report at the meeting and voting may occur on an issue. Volunteers are selected from the attendees to count the sealed election ballots with the new Officer's names being announced at the end of the meeting. The new Officers will receive their respective Oak Board Member Books at the end of the meeting and arrange for briefings with the outgoing Board Member. The Annual Meeting is important to you since it is an opportunity to have your voice heard, find out where your money has been spent, and future plans and to meet your neighbors.

**THE OAKS HOA**  
P.O. Box 163  
Palmyra, PA 17078



**HOMEOWNER'S NAME  
STREET ADDRESS  
CITY, ST 12345**