

The Oaks Homeowners Association  
Board Meeting  
31 Truman Street  
Palmyra, PA 17078  
March 2, 2020

Present: Jack McDonald, President, Helen Bernhardt, Vice President, Ann Mease-Shiner Secretary, Natalie Bucklavich, ACC Chair and Ed Kenyon, Treasurer.

The meeting was called to order at 7:05 p.m. There was a quorum of Board members present.

The president opened the meeting welcoming all the Board members to the March meeting.

**Treasurer Report –**

- The Treasurer reviewed the Budget from last year vs. this year and then discussed the banking institution (Wells Fargo) we currently use as well as the performance of our CD.
- The annual assessments were sent out and 6 are outstanding as of March 2, 2020. Residents are encouraged to pay the assessment before March 31 in order to avoid collection activities and possible legal fees.
- The resident mailing list has been updated and reviewed by the board members. Approximately 1/3 of the total households in the development provided corrected email addresses and/or phone numbers. THANK YOU to those who responded.
- We looked at CD rates and changed to a Wells Fargo CD for a better return. The treasurer reviewed CD rates at three local banks and found Wells Fargo offered a competitive rate of 1.5% for 9 months. The old CD interest for one year was \$43.65. The new CD interest for one month is \$39.98.

**Vice President Report –**

- The Vice President discussed sink holes, old and new. There is a small sink hole on the Common Ground behind Truman and Hickory Streets that may need attention when the weather warms up.
- We are looking at fencing quotes from Fontana Fencing and Myerstown Fencing to repair the fence behind the town homes.
- Also discussed was contacting the vendors for common grounds maintenance for 2020.
- We discussed conformity with the Duplex Homes to make certain all residents understand that they need to contact the ACC Chair regarding any changes to the exterior of the home. More contact with residents will be forthcoming shortly.

**Secretary Report –**

- The Secretary reported no new correspondence or questions from any residents about the information on the web page. All newsletters and meeting minutes are up to date and can be found on the Oaks Association Web page.

- The ballots for the upcoming elections were sent out on March 2. Please contact any Board Member if you did not receive one. The returns will be given to the secretary for counting by the committee prior to the start of the annual meeting.

### **ACC Chair Report-**

- The ACC Chairperson reported there were very few requests for information since the last Board meeting in December. She stated there were a few homeowners asking about windows and door replacements.
- There is information on the Oaks web site giving specifications. If you need further clarification, the ACC Chairperson is always available to answer questions.

### **President Report –**

- The President reported the new web site is functioning well and the feedback from the homeowners has been positive
- The president discussed the signage for the common areas, so residents and neighbors know where the property lines start and stop. Signs will be installed shortly.
- The new website vendor is InfoQuest Technologies, Inc located in Harrisburg. The board determined that a payment will be made yearly at a significant savings versus the old vendor.
- The president discussed a typo under the Architectural Requirements & Specifications regarding “setback” definitions for Duplex homes in the development. This typo will be adjusted to match the Township zoning ordinance. The corrected document will be posted on the WEB site with a clear pointer to it so that residents may easily access and understand the change.
- The president will be sending out the agenda to all board members for the annual meeting.

The meeting was adjourned at 8:30 p.m.

Submitted by  
Ann Mease-Shiner, Secretary