

**The President opened the meeting at 7:02 pm.** She announced that we had a meeting quorum and welcomed the current Board Members. Lauren McCullough and Forrest Borod attended via Zoom.

The Board Members in attendance were:

- President, Betsy Jamison, [betsylvc@comcast.com](mailto:betsylvc@comcast.com)
- Vice President, Helen Bernhardt, [hbern412@yahoo.com](mailto:hbern412@yahoo.com)
- Treasurer, Bill Campoll, [bcampoll@outlook.com](mailto:bcampoll@outlook.com)
- Secretary, Lauren McCullough [OaksHOA.Secretary@gmail.com](mailto:OaksHOA.Secretary@gmail.com)
- Architectural Control Committee Chairman, Forrest Borod, [OaksHOA.ACC@gmail.com](mailto:OaksHOA.ACC@gmail.com)

### **President report:**

The President began with a discussion on the creation of check lists to better assist officers with their duties and also FAQ sheets to be made available on the website for residents. A preliminary list of ideas was put together and will be worked on this quarter.

The Township emailed the President regarding an upcoming meeting to discuss laws for short term AirBNB rentals and she plans to attend and will report back to the board about that.

Adding signage to the common area was discussed and Bill, the Treasurer, will be following up with Erie Insurance/Penn National about what would be appropriate regarding liability.

### **Secretary report:**

The Secretary discussed the different options available for updating the website and making it more user friendly for any future board member to maintain. A vote was called to use HOA Express at \$300 annually for the maintenance of the website. It passed unanimously with 5 Yays.

Lauren will work on the transition of the site and aim to have it live by the end of September.

**Treasurer report:**

The Treasurer discussed our current budget, and the difference between a reviewed statement vs. an annual audit. Our current by-laws state that an annual audit is required, which is a more in-depth assessment with a higher cost, then the reviewed statements we are currently getting. Amending the by-laws to reflect our current needs may be necessary. This will be discussed more at our next meeting.

Bill, the Treasurer, will also be making calls to discuss different insurance coverage available for a “catastrophe” in the event we have multiple community maintenance issues that arise. (i.e. Sinkholes).

**Vice President report:**

The Vice President reported that all street lights are in good working order.. The common grounds are holding up well, including the repaired sinkhole. The Board discussed the need to review our contracts and rates with our service providers and we will follow up on that with our next quarterly meeting

**ACC report:**

The Architectural Committee Chairperson discussed the recent architectural change requests that have come in, and suggested a number of ways we can make that information more accessible to residents. There was a complaint about line of sight at the stop sign at Apple Blossom and Truman, so we will contact the township about the shrubs around the easement.

The meeting was adjourned at 9:00pm.

Submitted by  
Lauren McCullough, Secretary