

The Oaks Homeowners Association
Board Meeting
26 Truman Street
Palmyra, PA 17078
December 16, 2019

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

Karl Schill attended the meeting, as he is on the Ballot for ACC Chair 2020.

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 December meeting.

Vice President Report –

- The Vice President discussed sink holes, old and new. There is a new sink hole about 20 feet from the previous sinkhole. Fencing has been placed around the new sinkhole and the timeline for repairs is after the holiday. Also discussed was contacting the vendors for common grounds maintenance for 2020. The fencing in the townhouse area needs to be replaced in 2020.
- Regarding streetlights: It has been documented that we are now saving approximately \$100/month due to the upgrades. One of the streetlights had to be repaired earlier in the year due to an electrical wiring malfunction.

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 2020 have been created and reviewed by the president and secretary. The Ballots will be sent out in 2020.

ACC Chair Report-

- The ACC Chair reported there were very few requests for information since the last Board meeting in September. She did reiterate the fact that any modifications to Duplex homes or single-family homes need to be approved by the Board, especially the Duplex homes.
- There is information on the Oaks web site giving specifications. If you need further clarification, she is always available to answer questions.

Treasurer Report –

- The Treasurer reviewed Assets and Budget vs Actual YTD activity. He discussed the banking institution (Wells Fargo) we currently use and the money market and CD Performance.
- All Financial documents and statements are posted on the web site.

President Report –

- The President reported there have been 3 properties bought or in the process of being closed since September 2019. There are no outstanding fees related to any of these sales and no architectural exceptions associated with any of them.
- The president discussed a complaint from an Oaks neighbor about folks walking their dogs and not cleaning up in the common areas. The complaint, specifically, is about Georgetown and Forest Glen residents walking pets and not cleaning up the pet droppings. We are considering no trespassing signs and the president will contact the Georgetown and Forest Glen HOA to discuss this matter.
- Also discussed were fencing repairs and sinkhole costs.
- The president reported that our current WEB site is frequently offline for no apparent reason. The Board voted to enhance and replace the current WEB site with a new version. The new site will be maintained by the current Board President. It is written in a language that would allow another party to take over maintenance responsibilities in the event the current president cannot continue doing this work. The new WEB site will be ready to go online in late-winter 2020. The cost of the new WEB site will be approximately 1/3 of the cost of the current site.

The meeting was adjourned at 8:15 p.m.

Submitted by
Ann Mease-Shiner, Secretary