

Oaks Homeowners Association Board Meeting  
February 16, 2010  
45 Hickory Street

In Attendance: Don Hassenbein, President; Jim Graeff, Vice President; Eric Hoffman, Secretary; Pat Raskauskas, Treasurer and Ray Urban, ACC.

The meeting opened at 6:30PM with a motion to approve the December 16, 2009 minutes by the Treasurer, seconded by the ACC, motion was approved.

The President's report included the following topics:

- Resale Certificates: There were 4 resale certificates issued in 2009 totaling \$200.
- NLT Supervisors Board Meetings: A schedule of the North Londonderry Twp. Supervisors Board Meetings was distributed to each of the board members with the assignments of which board member will be attending those meetings.
- 2010 Annual Meeting: An agenda of last year's annual meeting was distributed and the board walked through the agenda. The question and answer period for this year's meeting will be moved to when after all the reports have been submitted.
- Traffic: It has been brought to the board's attention that speeding has been an issue through the Association. A cat was killed on Apple Blossom Lane by a speeding vehicle. The President is going to bring this to the attention of Chief Snyder and see if a traffic survey can be set up to review and hopefully alleviate this problem.
- Two formal written complaints have been received about a back yard doghouse and dogs barking. The President contacted the responsible homeowners and reminded them of section 6.11 of the Restrictions & Covenants, which prohibits doghouses and barking dogs left outside. The homeowner thanked the Board for notifying them prior to initiating any penalties and has removed the doghouse. The Restrictions & Covenants states that no dog houses are allowed and dogs are not permitted to left outside for a prolonged amount of time, this could result in a fine of \$25 a day.

The Vice President's report included the following topics:

- Report on Streetlights: Light at the corner of Apple Blossom & E. Maple hasn't been staying on all the time. The lights for the Oaks sign are not working. The VP is going to look into both of these issues. The VP has received the 2 new globes that were ordered.
- Common Ground Lawn Care: Brownies Lawn Service will not increase their prices, VP has received a sign contract from them. A contract for Tru Green has been received for 2010 which consists of a \$848 service cost.
- Broken Globe: A hearing in front of the District Magistrate has been scheduled for March 5<sup>th</sup> @ 10AM on Railroad Street. This is in regards to the broken globe @ 1434 E. Maple Street.
- New Business: It has been brought to the attention of the VP that the fire hydrants should be cleared of snow and not all the fire hydrants in the Association have the flags to mark their location. This will be reported to the Township to see what can be done.

Treasurers report:

- Treasurer distributed the results of the 2009 external audit of the State and Federal Taxes. The audit was conducted by Faren Garcia & Garman, PC. The treasurer reported that everything went well. The financial records showed that our total assets increased from \$32,174 in 2008 to \$36,850 in 2009 and

the total revenue increased from \$22,897 in 2008 to \$24,860 in 2009 and the total expenses decreased from \$22,076 in 2008 to \$20,184 in 2009.

- Maintenance Assessments: As of 2/16/10 we currently have 27 unpaid maintenance assessment bills.
- 2010 Budget: Our projected total income for 2010 is \$24,665.00 so far as of 2/16/10 our actual income is \$19,957.96. The projected expenses for 2010 are \$24,400.00 and the actual expenses as of 2/16/10 are \$3,077.21. We currently have \$16,640.51 in our Money Market account. The treasurer is going to check and see how much various CD's will cost since the interest on our Money Market account is not good. There was a motion by the VP to approve the 2010 budget and it was seconded by ACC, motion approved.
- New Business: The treasurer read off a letter submitted by an homeowner with their maintenance assessment bill thanking the board for their hard work and services.

Secretary's report:

- Web Site: A Hungarian Company hacked into our website and the majority of the information posted since 2007 was lost. The President recommended that a new website be created but with less archival information. There was a motion made by the Treasurer to proceed with the new website project (members will be the Secretary and Katie Daniels from KSM Communications) but with only 3 years (2007-2009) worth of historical information on the website, seconded by the VP, motion approved. It will cost approximately \$1000 to create the new website. The new website will include ways to pay the annual maintenance assessment bill online via PayPal and also a way to submit any homeowner requests directly to the ACC. The President is going to talk to Eric Buxton (current web host) regarding the relinquishing of the domain name which would enable the association's website to remain [www.palmyraoaks.com](http://www.palmyraoaks.com). Target completion date of completion by Annual Meeting, April 5, 2010.
- 2010 Elections: Email notices and mailings were sent out by the Nominating Committee in order to obtain interested candidates for the upcoming election. The Committee found 4 nominees; 2 for the Presidency; Don Bliss and Todd McGonigal and 2 for the ACC position; Mack Copeland and Francis Offei. Fortunately, since no other nominees were found, Pat Raskauskas has agreed to run for another term as Treasurer. Ballots for the election, candidate bios, a Proxy form and the agenda for the upcoming Annual Meeting will be mailed out on March 1<sup>st</sup>. The ballots should be received back no later than March 31<sup>st</sup>.but will be accepted at the Annual Meeting.
- The Board has not received any proposed changes to the By-Laws or the Declaration of Restrictions and Covenants so no Ballot for Amendments will be included in the mailing.

The ACC reported that no new requests had been received and a resale inspection on 30 Truman Street has been conducted and the information on file agreed with what was there.

The next meeting of the HOA Board of Directors will be held on Tuesday, March 23, beginning at 6:30PM at the President's house.

The meeting adjourned at 8:35PM with a motion from the Treasurer seconded by the VP.

Submitted by Eric Hoffman, Secretary