

14th Annual Oaks Homeowners Annual Meeting
Monday, April 7, 2014 at 7:00 pm
Rothermel Funeral Home, 325 S. Railroad Street

The President opened the meeting at 7:02 pm. He announced that we had a meeting quorum, welcomed everyone and thank everyone for taking the time to attend this year's Annual Meeting.

The President then introduced the Board Members: **The President** - Don Bliss, armerlec@aol.com. **The Vice President** - Jim Graeff, jjgraeff92@comcast.net. **The Treasurer** - Pat Raskauskas, taverntreasure@aol.com. **The Secretary** - Eric Hoffman, huff20@yahoo.com. **The Architectural Control Committee Chairman** - Mack Copeland, copeland61@comcast.net.

The President then introduced the guest speaker, Randy Weaver, who as a hobby is very knowledgeable on yard maintenance and keeping our yards looking nice all year round. Randy brought in all kinds of products, chemicals and tools and explained how they worked and the best time of the year to use these products.

The meeting was turned over to the Vice President who reported on his responsibilities. He noted that there are 32 streetlights and approximately 14.5 acres of common ground within the homeowners association. In 2013 there were 4 streetlights that burned out and required maintenance. The Association has been getting charged \$8.23 per month by Met Ed for each light that has been serviced. The Vice President talked with Met Ed regarding this charge and the board decided to discontinue using Met Ed for maintenance and servicing of the streetlights. Terry Gingrich will handle the maintenance and servicing of our streetlights. This will save the Association approximately \$500 from Met Ed a year. The Vice President has 5 bulbs, 5 sensors, 2 globes and 2 fixtures and bulbs for the Oaks sign in his basement for any future repairs.

The Vice President informed the homeowners that the Oaks common area goes right up against the Georgetown properties. As far as common area expenses, the common area gets mowed by Brownie along with the retention ponds (once a month), broadleaf weed control is sprayed throughout the common area by Greenskeeper and the hill below Pin Oak Circle gets cut/maintained.

The retention pond behind Truman & Hickory had water going around the wall creating a sinkhole. The water couldn't go into the pipe. Long's from Annville came in and dug it out and mounted the wall on rocks also blue stone was put in the drain fields. Another problem encountered was the ground behind Hickory the vegetation was rotting and the fence post was hanging in midair. Truckloads of fill were placed there to create a firm foundation for the fence post.

The meeting was then turned over to the Treasurer for the Treasurer's report. An audit of the association's expenses was conducted by Garcia Garman and Shea PC; full copies of the results are currently posted on our website www.palmyraoaks.com. The Treasurer pointed out that a yearly analysis sheet can be found on the table as well as on the association's website. The Treasurer then reported that there are currently 3 outstanding maintenance assessments, a second late notice was sent out to them informing them that they now owe \$190.00. They will then later this week be turned over to our lawyer to be resolved. We offered a \$10 discount again this year for early payment, 125 homeowners took advantage of this opportunity, 12 homeowners paid at the face value of \$165, 11 homeowners paid the face value plus the \$25 late fee. Last year 7 resale certificates were requested.

We currently have \$19,812.21 in our operating budget (checking) and \$21,567.40 in our CD and \$15,703.34 in our money market account. This year the Treasurer had to transfer funds from the money market account to the checking account to pay for the above mentioned repairs by Long's. Thus far we have \$4,628.99 worth of expenses to date in 2104. The Treasurer dispensed reimbursement checks for the maintenance assessment to all officers who have served a full year, in compliance with the 1st Amendment to the By-Laws, dated May 25, 2005. Our annual yard sale will be held on Saturday, May 17th starting at 7 am, the date has been posted on our website.

The Treasurer then informed everyone present that if we do not get volunteers to run for open board positions like we did this year the amount of money we will be required to pay on an annual basis will increase. She contacted a couple third party companies to see roughly how much money it would increase by and it could possibly double what we are currently paying plus we would be charged an hourly fee for the services of a person to decide on any architectural improvements.

Motion from the Floor: There was a motion on the floor by Don Hassenbein for Amendment #3 to raise the reimbursement amount for the board members from what they pay for their maintenance assessment to a flat fee of \$300. There was another motion shortly after this from Ray Urban to double whatever the board member pays as their maintenance assessment. Before writing this up and getting it out to homeowners a ballot vote was taken of everyone present at tonight's meeting to see if the majority of people present were in favor of this to stimulate interest in people running for open positions on the board. The majority of the people present were in favor of this motion, 32 yes votes and 5 No votes, so now it will be formally written up and sent out to all homeowners. In order for this to pass 101 homeowners are required to be in favor of this.

Before the meeting was turned over the Secretary the floor was given to homeowner Irene Van Tassel who is interested in selling her place and has come up with an incentive for the buyer and the person that finds a buyer to receive. She purchased the place in 2011 and has put in a lot of time and money into the place. She passed out flyers to everyone present that showed pictures and details of the property and incentive.

The meeting was turned over to the Secretary who indicated the website is fully up-to-date as of the meeting. The web address is still the same, www.palmyraoaks.com. Homeowners can view such things as past newsletters, board meeting minutes, the yearly financial analysis, exterior modification request form, legal documents, announcements and homeowners can also contact the board members via email directly from the website. 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 the board members so that our records can be updated. In the last email blast that was sent out a number of emails were sent back as being undeliverable. With the addition of Verizon in our area if you switch over please inform the board of those changes. 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, election news and the newsletter.

The Secretary mentioned that volunteers are going to be necessary to run for the upcoming elections. The positions that will be up for election in 2015 are Vice President and Secretary. If anyone is interested in running for anyone of these positions please contact the Secretary as soon as possible. Interested people may attend any of the upcoming meetings to see how a board meeting is conducted. The present Secretary indicated that he will run for reelection in 2015, this will require us to have 2 volunteers for the next election if the present Vice President runs for reelection. A notice regarding the upcoming 2015 election has been posted on the website. If we do not secure volunteers to run for positions, we will have to look into hiring a managing agent since we are having a lot of problems getting homeowners to volunteer to run for positions. It is important to have multiple homeowners to run for positions just in case a board member would have to step down during his or her term then we would then be able to go back to the last election to have a back up person to step in to finish out the remainder of the term.

Question: Can each of the board members put together a time commitment sheet for each of the positions for people on the fence of running can see what kind of commitment is needed for each position?

Answer: Yes, we can look into doing that to see if this will encourage people to volunteer for board positions. Currently there is a document on the website that highlights all of the responsibilities of each board member.

The meeting was turned over to the Architectural Control Committee Chair. The ACC Chair noted that all exterior changes on homeowner property must be approved by ACC. The ACC Chair reported that

there were 7 requests from last year's annual meeting, all 7 of them were approved, one of which needed post approval. The ACC informed the homeowners that no matter how minor they may think the modification or change is to please fill out an exterior modification request just in case or to contact him so that there will be no problems when the homeowner goes to try to resale the property. There are 3 ways to submit plans for modifications, telephone, email and the website.

The final report was given by the President. The President thanked everyone in attendance for coming out to the 14th Annual Meeting. The President invited all members to attend our 15th Annual Meeting which will take place the first Monday of April 2014 at a location to be determined. Next year the Vice President and Secretary positions will be up for election and homeowners are encouraged to consider running for one of these offices.

There were 35 of the 151 homes represented at the annual meeting.

Meeting adjourned at 8:40 p.m. with a motion from Pat Raskauskas.

Respectfully submitted,

Eric Hoffman
Secretary