

The Oaks Homeowners Association  
Board Meeting  
31 Truman Street  
Palmyra, PA 17078  
January 25, 2016

Present: Jim Graeff, President; Deb Blanchard, Treasurer; Secretary Ann Mease-Shiner; Mack Copeland, ACC Chair. Vice President was not in attendance Jim Graeff gave his report.

Tom Zimmerman attended the meeting...he will be running for Architectural Control Chairman in 2016 replacing Mack Copeland.

Meeting was called to order at 7:09 p.m. There was a quorum of Board members present.

**Secretary Report –**

The secretary updated all on the list of homeowners with email addresses. It is currently up to date however there are new names and e-mail addresses that need to be inserted due to changes in e-mail addresses and new homeowners. The new ballots are being generated and should be ready to go by February 15, 2016. The President and Architectural Control Chairmen will be placed on the ballot for 2016. This ballot will be mailed out by March 3, 2016. It was also discussed who will be the ballots counters for this year.

**Treasurer Report –**

The treasurer's financial report for 2015 will be inserted on The Oaks Homeowners Association web page and will be handed out at the Annual Homeowners meeting April 4, 2016. The master list for mailings has been updated however this is a work in progress due to the buying and selling of homes. We have received 102 Homeowners Association dues as of the date of this meeting.

**ACC Report –**

The homeowner at 43 Hickory is planning to replace the front door. A prospective homeowner has approached the ACC Chair about installing a sun room on the back of the home. We need to update Mack Copeland's e-mail address on the web page under Covenants and By-laws.

**Vice President Report –**

One light has been replaced on East Maple Street. The small sink hole in the common area at Truman and Hickory was filled with stone and bags of cement, and we are pleased to report this seems to be working.

**President Report –**

The President has updated the comprehensive list of homeowner's addresses, emails, and phones and has added new homeowners. This list is strictly for Board use, not for distribution.

Preparation for the Annual Homeowners meeting was discussed and time lines for mailing out ballots were established. There will be copies made available of the new change in bylaws and financial statements at The Oaks Homeowners Association Annual meeting.

**Neighborhood News –**

The annual meeting will be held on Monday, April 4, 2016 at 7 p.m.

The annual yard sale will be held on Saturday, May 21, 2016.

The meeting was adjourned at 8:05 p.m.

Submitted by  
Ann Mease-Shiner, Secretary