

10th Annual Oaks Homeowners Annual Meeting
Monday, April 5, 2010 at 6:30 pm
Palmyra Municipal Building, 325 S. Railroad Street

The President opened the meeting at 6:35 pm. He announced that we had a meeting quorum and had received 101 Election Ballots. Scott Stephens and David Zulick were the two volunteers who were assigned to open the sealed ballots, check off names of those who took the time and voted and count the ballots.

The President then introduced the Board Members: **The President** Don Hassenbein, dhassenbein@verizon.net – elected first President of the Oaks in 2000-2002, replacing Dennis Hess, Air Force veteran, retired from the International Telecom field. **The Vice President** Jim Graeff, jjgraeff92@verizon.net – retired from Bethlehem Steel after 25 years of service and then retired again from Computer Aid, Inc after 19 years as a Business Consultant. He is currently working part time for a food brokerage, servicing 7 local Giant Food Stores. **The Treasurer** Pat Raskauskas, taverntreasure@verizon.net – elected first VP of the Oaks from 2000-2001, elected Secty 2001-2004 and Treasurer 2008-2009. Pat works for the PA Turnpike. **The Secretary** Eric Hoffman, huff20@yahoo.com – currently is an Occupational Training Specialist for the Department of Labor & Industry's Bureau of PENNSAFE. **The Architectural Control Committee Chairman** Ray Urban, rayurban@verizon.net – has served as Chair since 2006. Retired with 40 years service with Pratt & Whitney. He purchased the 3rd home sold by Dennis.

The President then presented the State of the Association:

Organizationally:

1. The following homeowners have been reappointed to the 3 standing committee for another 1 year period; Arch Control Committee; Betsy Bauer & Ted Shipway. Maintenance Committee; Ron Burke and George Raudensky. Nominating Committee; Curt Heisey and Robert Daley.
2. Our ongoing campaign to use email for homeowner communications has resulted in significantly reducing the administrative expenses of stamps, envelopes, etc and has sped up communications with the 131 homeowners who have signed up. The Secretary forwards these emails via snail mail to the other 20 homeowners.

Legally & Financially:

1. The Board has been able to avoid any legal expenses this year by resolving complaints or potential violations early. Our experience has been that homeowners are cooperative once they understand the issue. We did have 1 pending small courts claim for a broken street light globe by a sub-contractor but our Treasurer was able to resolve that issue early on.
2. The Board has had two requests from homeowners to lease their homes. Section 6.01 allows leasing of homes for no less than 6 months. The Board has recently approved a procedure for anyone wanting to lease their home which requires that they send a copy of their proposed minimum 6 month lease to the President and provide a copy of our Restrictions & Covenants to the potential lessee. The Board intends, within the next year, to propose an amendment to our Restrictions & Covenants which will require that homeowners must lease the entire unit and all structures contained thereon, no unit may be used for transient or hotel purposes, rights of lessees shall be subject to our Restrictions & Covenants, breach of Restrictions & Covenants is a breach of their lease, the lessee shall not have any liability to pay any common expense assessment on behalf of the owner and the Board may not approve a proposed lease if such approval will result in either (A) 30 % or more of total units leased or (B) 10% of units being leased by the same person.
3. We finished the year with another significant increase in our savings fund plus we have an adequate supply of spare street light parts to ensure that lights get fixed promptly.

The President then discussed the importance of volunteers:

1. This year, as in many previous years, we thought that it might be necessary to hire a managing agent since we could not find volunteers to fill 2 of the 5 officer positions. We found 3 reputable managing agents and were leaning toward the same one who handles Forest Glen Condominium Association, due to the proximity of Forest Glen and the agent's knowledge of the area. Obviously, there would be significant

changes including: the remaining officers would have to assume multiple officer roles (EX: Instead of 5 officers, in the worst case there might be only a Pres/VP and a secretary/treasurer who would interface with the managing agent, but have fewer responsibilities and may not be reimbursed for their assessments. There would be setup charges, monthly assessment bills (approximately \$30 per month) and many homeowner interactions would be directly with the managing agent. The President has in the past served as the President/Vice President of a condominium association in Hartsdale, NY, which used a managing agent; he believes most of our homeowners would prefer not to use a managing agent (a show of hands revealed no one in attendance would). How do we avoid this? You must be willing to serve as an officer or on one of the 3 standing committees. Without enough volunteers, the Board will be forced to hire a managing agent.

2. The Board would like to thank the 5 nominees for officer positions and the 6 standing committee members for volunteering.

The meeting was turned over to the Vice President who reported on his responsibilities. He noted that there are 32 streetlights within the homeowners association with a 6-8 lead time for these lights but in his experience said that it was closer to 10 weeks. There is an allotment of \$5,500 annually for costs associated with the electricity and this past year we came in under that budget. There is an allotment of \$2,500 annually for maintenance and last year half of that was spent. Last year we had a common ground, mowing allotment of \$8,900 and the Vice President reported that we came in under that as well. This year our new contract is the same as last year. We also have added a contract with TruGreen for the maintenance of weeds and growth on the fence line. The front sign was repaired after it was found that Quantum (FIOS) cut the sensor when they were installing their lines this past fall.

The Vice President has set off smoke bombs in the common ground at the end of Pin Oak, a couple of weeks ago. He has bought some more smoke bombs and will be setting them off in the weeks to come in hopes of eliminating the groundhog problem. There are currently a lot of groundhogs living behind the Hickory fence which is a problem because it is not our property.

The Vice President reported on a meeting between the President and VP of the association and township officials, Mike Booth and Mr. Blouch regarding the condition of the roads within the Oaks. Pictures of the worst areas were taken by the President and passed along to the township officials in hopes of getting the proposed resurfacing projects moved up. Mr. Booth and Mr. Blouch informed the President and VP that the projects currently have Apple Blossom getting resurfaced in 2016 with the rest of the association getting done in 2019 they also informed the President and VP that these were not set in stone and could very well be moved up. Both the President and VP were then informed on the various types of road projects that the township conducts on roadways.

The meeting was then turned over to the Treasurer for the Treasurer's report. The Treasurer pointed out that detailed budget handout can be found on the table. The Treasurer then reported that there are currently 3 outstanding maintenance assessments, a second late notice was sent out on Thursday, April 1st. They are currently being turned over to our lawyer to be resolved. An audit of the association's expenses was conducted and full copies of the results are currently posted on our website www.palmyraoaks.com. So far The Board has spent \$5,943.20 this year. We currently have \$22, 725.67 in our checking account \$16,514.86 in our CD which will mature on December 12th of this year and \$16,641.15 in our money market account. We have a reserve of slightly over \$33,000.00, keeping in line with Board's policy of holding \$25,000 in reserve. We currently have 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 22 starting at 7 am and we will be sending notice of yard sale to all homeowners not attending the meeting. The Treasurer announced that Ron & Helen Burke and Jim & Betsy Mease were the winners of the (2) \$50 Wal-Mart gift cards.

The meeting was turned over to the ACC 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 16 requests from April 2009 to March 2010, 11 of them were approved, 4 of them did not require approval and

I was a post approval. The ACC Committee does not get involved in landscaping around the perimeter of your house unless there is a structure involved.

The final report came from the Secretary who indicated the new website is up and running with a few items still in need of uploading such as minutes from 2007 and standing committee members. The web address is still the same, www.palmyraoaks.com. The new website has pictures of the association, all the minutes from the board meetings from 2007 to present, Acorn newsletters from 2007 to Present, a history of the association, the Restrictions & Covenants and enables homeowners to submit an exterior modification request via the website directly to the ACC. The Secretary asked if there are any items that the homeowners would like to see added to the website please contact him and the Board will discuss it at their next board meeting. The Secretary thanked the volunteers for counting the voting ballots and the volunteers for the 5 officers' positions then reported the results of the election:

Official Results of the Election (Voting Ballots were audited after the Meeting – 101 ballots were received, 6 ballots were not complete nor signed, 1 ballot was invalid since the homeowner is in violation of the Declaration = total valid votes 94)

The results of the election for Board of Directors and Officers was: (candidate receiving majority of votes submitted wins)

President – Don Bliss 65 votes, Todd McGonigal 29, total votes received 94.

DON BLISS ELECTED.

Architectural Control Chair: Mack Copeland 73 votes, Francis Offei 21, total votes received 94.

MACK COPELAND ELECTED

Question: Are there specifications for the paint colors for the town homes? Yes, a copy of the specifications are on the sign in table and will be mailed out to residents.

Question: Is the township going to do anything about the manholes on our streets, they are sticking up higher than the street. The Board follow up and address this issue with the township representatives that they just recently met with regarding the resurfacing projects within the association.

Question: What were the results of the Paypal survey? A survey was sent out and we only received 6 responses, all of which were negative so at the last meeting the board unanimously voted not to add Paypal as an option to pay your maintenance assessments.

Question: When is the Township going to add a left turn signal at the red light on 422 and Apple Blossom? A number of years ago the board brought this to the attention of the Township but they felt it was not necessary. Now that other homes have been added to the area the Board will follow up with the Township to see if this issue can be looked into again.

The new President elect announced that the library will be holding its annual fundraiser, Birdies for Books on May 15th with proceeds going to the library anyone that is interested please contact Don Bliss.

The President thanked Ray Urban for serving a total of 4 years on the Oaks Homeowners Board as the ACC. He also congratulated Don Bliss on being elected as the President, Mack Copeland on being elected as the ACC and Pat Raskauskas for agreeing to serve for another 2 year term as the treasurer. The President invited all members to attend our 11th Annual Meeting which will take place the first Monday of April 2011 at the Municipal Center in Palmyra, starting at 6:30pm. 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 34 of the 151 homes represented at the annual meeting.

Meeting adjourned at 7:35 p.m. with a motion from Don Moyer and seconded by Gary Berkheimer.

Respectfully submitted,

Eric Hoffman
Secretary