

OHA Board/ Annual Meeting Minutes

May 31, 2022

Trinity Lutheran School

6:30 Call to Order

Board Members in Attendance: Paul Baker, Andrew Eich, Lydia Sheehan, Danna Henline, Erika Osback, and Tina Eades

Residents in Attendance: Jason and Megan Brunner, Brad & Mary Cotton, Jeff Stromberger, Tamara B Deters, David Jett, Artie Shaff, Steve Ambrose, and Sharon Baker.

Words of Thanks

- To Lydia Sheehan for keeping financial details in order in time of transition
- To Tina Eades for wearing many hats in her work for OHA
- To Andrew Eich for his leadership and work installing speed humps
- To Danna Henline for making the signs inviting OHA members to join us tonight

Approve minutes of 4/26/22 Board meeting – Paul asked each board member if they approved the minutes – the minutes were unanimously approved.

Treasurer's Report – Two information items

1. Budget Review – Lydia presented the list of checks written this fiscal year so far. There are not many checks written this time of the year. Lydia did want to point out the bill from Brian Szarek for two drainage projects, totaling \$8,900 was taken from the Contingency Fund. Paul explained in November when we approved the budget, this project hadn't been started yet and Kevin Holmes indicated we would need more money. Paul advised we would take from the Contingency fund. The first project was in the far west side of the subdivision. Paul described it by describing the large pipe at the end of the creek that then opens up on the northwest corner of Oakwoods into another creek leaving the subdivision. The second project was at the base of Lakeview – a new drainage inlet with 10-inch pipe was installed from Lakeview to the creek.

The budget line for Commons -Trees: these are trees cut down because they are at risk of damaging property, homes, or the safety of people

2. External (CPA) Financial Review – Jaimie Klawitter from Insight CPAs & Financial PLLC provided this statement: "We are currently in the process of reviewing the October 31, 2021, financial statements for the Oakwoods Homeowners Association Inc. Part of our process is making sure that all dues paid have been properly accounted for. In addition, we are reviewing the expenses paid to make sure that they are legitimate expenses and that they have been properly classified on the financial statements".

Paul had asked Lydia to conduct the annual financial review.

Megan asked what time period is being reviewed – Lydia indicated 11-01-20 thru 10-31-21.

An issue Paul brought up with our books is that street projects are done in the summer, but we typically don't get the bills to pay until the fall or later.

Lydia indicated she has written checks for the on-line payment system with Quick Books; stamps at \$58 a roll – she needed 3 rolls for Association Dues, and a check to Office Depot for printing, folding and envelopes.

Lydia suggested the budget needs a couple of other categories. For example, the monthly fee for QuickBooks. It's currently under the Financial Manager budget line.

Three Board/Advisory Council Joint Projects

1. Storage Lot Committee Update – Tina Eades went over the background for anyone not familiar: a committee was formed to conduct a comprehensive review of the storage lot. All aspects of the lot are being reviewed. Committee members are Lynn Fisher (who served as the storage lot manager for several years), Brad Cotton, Jeff Stromberger, who is the current storage lot manager, Paul Baker and Tina Eades.

An email was sent out on May 8th to the neighborhood, asking anyone using the storage lot to attend an informational meeting, held on Monday, May 16. There were 7 residents in attendance. We reviewed tentative revisions to the 15 points in the Storage Lot statement found on the Oakwoods website. One of these was a proposal to begin charging a nominal fee for the use of the lot. The fee would be per year; \$30 for a small space and \$60 for a large space. The fees collected would be set aside and specifically used for upkeep and improvements to the lot. After some discussion, the majority of people attending understood the reasoning and were willing to support the idea.

Three members of the committee did review this proposal with an attorney, who recommended allowing the homeowners make the decision of the proposed storage lot fee by a referendum vote to amend the bylaws. This would revise the OHA By-law (Article X.3). These fees are the maximum that could be assessed for any given year.

Next steps are to review the proposal with all storage lot users if possible. The committee will not go forward without a majority vote from the subdivision.

Megan asked if we are liable because we're charging a fee. This question will be examined with the attorney.

Three members of the Storage Lot Committee met with Attorney Dehn at his office at 4:00 for a 40-minute consultation. Prior to the meeting Mr. Dehn had studied three documents sent to him a week before we met: (1) 2-page rules and regulations of Storage Lot; (2) OHA By-Laws; (3) OHA Covenants.

Mr. Dehn's position is the following: "the proposed annual fee of \$30/\$60 for homeowners who chose to use the Storage Lot is not the same thing as the mandated annual assessment of \$270 per lot stipulated in the Covenants (Article III, Section 3).

The proposed annual fee of \$30/\$60 does not apply to all homeowners in OHA. Rather, it is a fee for those who elect to use the services of the Storage Lot.

The \$30/\$60 fee is dedicated to the maintenance and improvement of the Storage Lot. A special Storage Lot fund will be established. It is not a revenue generating fund for general usage by the OHA".

Mr. Dehn recommends allowing the homeowners to make this decision about a proposed storage lot fee by revising the OHA By-Laws (Article IX). The proposed \$30/\$60 fee is the maximum that could be assessed for any given year.

Mr. Dehn said he would be glad to review any documents the Storage Lot Committee writes for the proposed referendum to the OHA By-Laws.

Andrew indicated for \$30 a year, why would there be an issue to maintain the place where he is storing his luxury items.

Megan requested a historical breakdown of what it costs to maintain the lot.

Danna shared a thought that you can't take private items to other commons areas like you do at the storage lot.

2. Committee on Community Outreach & Social Events - Steve Ambrose was not available to discuss this topic so Nikki gave the update. She indicated all of the social event post card announcements are out – so far, she's received 16 positive responses which equal 48 people that will be attending the ice cream social. We will be advertising the ice cream social on Facebook. Zero people have expressed interest in being a block captain so far.
3. We will also be having Family Fun Nights, which are low-cost events to get people out and socialize.

Jeff indicated that if we have more than 40 people together, we need liability coverage.

Raffle items so far collected are from Jackson Produce, Upper Limits, Miller Park Zoo, and a complimentary overnight stay at Residence Inn by Marriott in Bloomington. The goal is to promote local businesses.

4. Committee on Communications and Upgrading OHA Website - Nikki Lewis – The website is over 20 years old, and this is how we're presenting ourselves to the community. Currently only 1 person is in charge of the website. We need more people with access, which can help improve communications and make it easier to update. The goal is to modernize the look of the website, include pictures of places and activities in the subdivision to encourage others to get involved. We're also envisioning a link between Facebook and the website. The Association Dues link for paying is now on the web site!

Erika said plans for the fall garage sales are to have the information on the website and potentially a map of the homes participating.

Meeting adjourned at 7:40.