

Oakwoods HOA Board Meeting Minutes

October 6, 2022

Oakwoods Park Pavilion

Meeting called to order at 6:03

Board Members in Attendance: Erika Osback, Jeff Stromberger, Lydia Sheehan, Mary Cotton, Terry Jackson, Karen Pitts and Tina Eades

Residents in Attendance: Tamara Deterts, Steve Ambrose, Brad Cotton, Kevin Holmes, Curt Everroad, Paul and Sharon Baker

Approval of Secretary's Minutes from the August 30 Board meeting: Terry motioned to approve the minutes; Mary seconded - motioned carried

Treasurer's report:

- There are not many bills this month, but we will have a few more coming in.
- Lydia had a video conference with **I Check Gateway - Heartland Bank**. There was a note that said if you have a question, please call....the phone number was former resident Erin Bradshaw. A request has been put in to get that changed to Lydia's phone #.
- When residents pay their Association dues through the portal there's a transaction fee. The invoice by check equals \$274.75. When people paid through QuickBooks, it gave them a \$4.75 credit. Lydia had to update 101 invoices due to this. There is work being done to correct this situation moving forward. Terry asked where that money went. Lydia indicated it was a fee the bank charged.
- We are down to two people with really old delinquent dues accounts. There are 3 homeowners that owe for last year and this year. Seven people have not paid this year. They received a regular invoice, a past due invoice and they just received a certified letter. Lydia asked the Board a question: 14 people got certified letters. One person will be paying on the 8th. Another person is working with Lydia. Three people didn't receive their letters - attempts were made to deliver them to their home and the letters were not picked up at the post office. Erika asked when the certified letters were sent; 9-14 per Lydia. Terry asked if we have to put another lien on every year they don't pay. Lydia indicated we do not, and when they go to closing, the money owed will be collected for us. Sharon suggested a person visit. Lydia asked if someone would want to knock on doors and Erika said she would be willing. Terry feels we've given them several opportunities. The cost to file a lien is \$38, which we add to the resident's account. They also must pay to get the lien removed.

- Other items - two people paid the dues, but not the late fees included on their bill. All Board members agree we should bill for the difference.
- Another situation - a resident paid \$150 online and then set up recurring payments every six months. Unfortunately, they will always be late. Lydia feels like they need to get caught up and then go from there. The Board agreed.

Informational Items:

Financial Manager Committee (listed below) will be gathering to discuss the additional support for the Treasurer. List of duties were passed out at last month's meeting. Paul wanted to hold off naming the committee - he wanted the new president to appoint the committee and have the opportunity to work thru this. Paul will keep in close contact with Erika. We'll have a good report to make on December 1. Goal is to be done by EOY

1. Paul Baker (Chair)
2. Tina Eades
3. Terry Jackson
4. Lydia Sheehan

Website Committee (listed below) will meet on 10/19 on to discuss the content and design. When discussion started on this topic, a meeting was held with Danna, Nicki, Tina and Paul. With Nikki moving, Paul and Danna have been talking on requirements and updates. There may be possible additions to the committee for web design. The committee welcomes suggestions for content.

1. Danna Henline
2. Paul Baker
3. Tina Eades
4. Erika Osback

Playground Committee (listed below) will be meeting on (insert date) to discuss possible updates to the playground equipment, as well as possible fundraisers to raise money to assist with costs.

- Jeff -. If you update the playground, you must update it to handicap accessible. Sidewalks have to be 60 inches. The playground equipment was totaled in 2009 and SF paid \$10,xxxxx which was depreciated actual cash value.
- Steve - when he was President, they fixed up the equipment and brought it up to code.
- Jeff - Mike (a playground salesman who is a resident of the subdivision) will provide estimates and what it would take to bring it up to code
- Steve - asked Jeff to send him the info he's got as far as requirements to update.

1. Jeff Stromberger (Chair)
2. Karen Pitts
3. Deanna Higham*
4. Niecey Cox*

*These two ladies use the park, and their children use the equipment regularly.

Budget Committee will be meeting on (insert date) to discuss the upcoming budget for the 2022-2023 year to present at the 12/1 meeting.

1. Erika Osback (Chair)
2. Lydia Sheehan
3. Mary Cotton
4. Paul Baker

Erika - we will be meeting on the 20th to discuss the 2022-23 budget and will be presenting the final budget 12-1-22. Lydia said a lot of categories need to be made because they don't match up to the budget.

Action items for agenda:

6:40 - 6:50 Corrective Asphalt Materials (CAM) - Treatment in the storage lot for major improvements. \$3.30 per square yard for a total cost of \$13,423.

Paul gave detailed copies to all - there were many good conversations throughout the summer. Tina will be chairing the committee for the storage lot. Paul indicated CAM has treated our streets - the product rejuvenates the asphalt. When it's finished, it's like a street. The issue is, we were led to believe it was the same price as treating a street and in fact it's 3 times more. We had approximately a \$9,000 budget for the storage lot this year. This will exceed the budget and should be voted on by the entire Board. We will also need to put down line markings and any number system to identify those lots. Jeff motioned to allocate the additional money to treat the storage lot. Lydia seconded. All those in favor = the vote was unanimous. The additional money needed will come out of the contingency fund. Jeff also indicated there will need to be striping. Steve said we can get volunteers to do that.

Open Forum:

Curt Everrode and his wife have lived at 2302 Woodhavens for 29 years ago. There are five acres of woods around their home; they fell in love with it and the privacy. The problem is the five acres of woods have trees growing very close to their property. Trees are falling and one is on the verge of falling on their house. These trees are in the Commons area. Paul indicated the Association needs to get their tree situation taken care of. We have different contractors that we work with. Trees on the Commons property are always taken care of by the Association, we budget for these situations and take responsibility for it.

The meeting was adjourned at 7:17.