

OAKWOODS HOA BOARD MEETING
April 6, 2023
Zoom Meeting

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

Residents in Attendance: Brad Cotton, Paul Baker, Tom Whitney, Lori Romero, and Tyler Eads.

Meeting was called to order at 6:33.

Approve Secretary Minutes:

- There was not a formal motion to approve the March Board minutes, however, each Board member had received a email copy of the minutes draft prior to the meeting and each had approved.

Treasurer's report:

- Lydia reviewed the OHA Budgeted Expenses, the OHA checks written (2 since the last Board meeting), and the OHA Aging Report for dues still owed from 2020-2022.

Street Improvement Committee Update:

- Autumn Court Update - On March 16. Paul, Kevin and Brad met Neil Finlen at Farnsworth & Wiley. Neil has completed the draft of the repair work needing to be done to correct the drainage issues on the street.

As has been done most recently on Cedar Court a new concrete drain will be installed along with new asphalt on either side. Neil mentioned that he was able to get the 5% inversion like what was achieved on Cedar Court.

On March 20, members of the SIP Committee, including Kevin, Don, Brad and Paul, along with Steve Ambrose met on Autumn Court to review the plan and compare it with the road surface.

The new work will be approximately 275 – 280 feet in length. It will start just east of the driveway of 3 Autumn Ct and proceed west to the Sanitary Serwer cover which is just west of 10 Autumn Court. The members present agreed that the work planned should go forward.

Neil will reach out to the contractors to ask for bids on the project. We are awaiting those and as soon as they are received, they will be reviewed by the SIP Committee and the recommendations will be brought to the board.

Among the contractors being asked to supply bids are McLean County Asphalt, J G Stewart Concrete and H J Eppel out of Pontiac.

Financial Manager Update:

- Paul Baker had delivered the preliminary draft to each Board member of "The Financial Management System and The Position of the Financial Assistant" document prior to this meeting for review. This document was well written and contained the following information:
 - The background story of the Development of the OHA Financial Management System
 - The OHA Financial Management System: 2023 – 6 Functions and 24 Tasks
 - The proposed Independent Contractor Agreement
 - Bi-monthly Report on Work Performance By Financial Assistant

Paul went over the information gained from the meeting with Attorney Joe Dehn regarding the Independent Contract Agreement. Mr. Dehn has agreed to review the contract and get back with us in the next couple of weeks with his suggestions/changes, etc. Jeff indicated he would like to see the document include limit of liability and requirements of a 1099 for taxes.

Paul had provided Mr. Dehn with a copy of the HOA bylaws and covenants prior to our meeting for his review. Mr. Dehn stated these changes do not require updates to either of these documents.

Jeff feels very strongly about the Financial Manager carrying Workers Compensation insurance. This cost would be reimbursed by the HOA.

We're not Bonded but we're insured for liability. The annual audit would catch any issues.

Paul indicated that there were two options moving forward:

- Option 1 – start the position immediately with full operation of the new Financial Management System on April 7.
- Option 2 – a better informed Board waits for the final draft of the ICA, with no action taken on April 6.

A vote was taken and it was unanimous that the Financial Assistant position begin immediately, contingent on research being done for the proper insurance needed to cover this role.

Lydia submitted her resignation as Treasurer; Mary Cotton submitted her request to take over the Treasurer role thru the end of this term.

A vote was taken, and Lydia Sheehan was unanimously hired as the Financial Assistant, effective April 7, and Mary Cotton will become Treasurer for the duration of the term.

Storage Lot Garbage / Garbage collected by Palm:

- There is a pile of garbage that appears to be remnants of a remodeling project, as well as discarded tires. Erika and Jeff have made contact with someone in the subdivision who will be able to dispose of the paint cans properly.
- Bulk pick up is May 1 thru May 12.
- There has been a suggestion of putting up solar cameras around the subdivision. The storage lot is a prime location for this to help deter garbage being dumped, vandalism of property, etc. Jeff volunteered to take his camera over to see how it would work.
- Another location suggestion is the park pavilion.
- Erika will price trail cameras.

Garage Sale Update:

- May 19-20 are the dates for the Oakwoods garage sales. This again coincides with Pepper Ridge, Fox Creek, and Laesch subdivisions. The plan is to have a map of homes and a listing of items like what was created last year.

Adjourned at 8:02.