

OAKWOODS HOA BOARD MEETING

November 14, 2023

Wendell Niepagen Greenhouse

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

Residents in Attendance: Brad Cotton, Paul Baker and Kevin Holmes

Meeting was called to order at 6:34.

Approve Secretary Minutes from previous Board meeting: This was done via email. Minutes approved by all Board members

Treasurer's report:

- Ten checks were written since our last meeting (September was Board Member elections and due to lack of subjects, October's meeting was canceled).
- Ben, our tax guy, is starting the process for the 2023 taxes.
- Jamie Klawitter, our CPA will not do a Financial Review this year since one was done last year.
- Mary researched the 13 tax assessment documents we get each year, hoping to have those combined into one document listing them all, but the county is required to send one for each.

Presentation of 2023-2024 Budget:

- The only new category is Corn Belt, which is for the electricity used at the Pavilion.
- Jeff advised to do away with the Street Improvement safety line item.
- Our insurance is higher due to adding Lydia's workers comp insurance. Jeff asked if there is an endorsement that can be put on our current insurance.
- Mowing is up just a bit.

Updates on Events Committee and Community Clean Up:

- Niecey Thompson has contacted Pepper Ridge Elementary School and the Home Sweet Home Mission and gathered a suggested list of items needed from each.
- We will have door hangers printed and Board members will distribute them .
- We will have two locations for drop offs; one at 3 Scenic Pt and one at 15 Ivey Ct.
- December 9 we plan to have a decorated trailer and do a porch pick up for any resident requesting that.
- Jeff suggested we start an "Oakwoods Gives Back" effort. He will contact Midwest Food Bank for options.
- Jeff also suggested taking a fire pit to the pavilion and have hot chocolate and s'mores for residents at a date to be determined
- Mary mentioned Tom and Kathy Whitney's generous offer for anyone with a need to dispose of larger items, the use of their trailer to transport them to the Citizens Convenience Center.

Kevin Holmes talked about the November 4 Clean Up Day results:

- We did a general clean up and filled 23 garbage bags as well as 1 large bag with recyclable items
- The creek was unclogged and rocks were relocated between Palm and Lakeview to help with the flow. Tom Whitney dug a bunch of rocks to bring down too.

Updates about meeting with Lydia, Financial Manager:

The Board invited Lydia to a meeting to discuss some of the Financial Manager responsibilities and suggestions to help streamline some of these.

- Mortgage closing letters – is it possible to have this paid before the letter is sent. We'll look into the ability to make the \$30 payment on line.
- During the off season, determine how many times a month the box needs to be checked (we receive bills as well as late dues during this time)
- For the new year we'll develop a binder with all the specific duties and time lines
- Create a library/template of letters so Lydia doesn't have to recreate them each time.
- Financial Manager will keep the Treasurer up to date on activities
- Create a timeframe guideline for late dues
- Mary suggested signing up with the USPS for notification when something is placed in our PO Box to avoid unnecessary trips to the post office

Bi-annual billing no longer an option:

- There are 32 residents that are signed up for bi-annual dues.
- Almost half of these are paying annually.
- The Board agrees bi-annual should no longer be an option.
- Terry indicated when dues were raised in 2009 substantially this was a good option. But it didn't carry over to new residents.
- Paul indicated there were 65-75 people who took advantage of this option in 2009. He agrees it's time to discontinue this option as well. We will continue to work with a hardship.
- Erika will create a letter to be sent to the residents letting them know after 2024 the bi-annual option will no longer be available.

Open Forum: Terry reminded there will be one more time the city will be collecting leaves.

Adjourned at 7:45