

**Board Meeting
9/10/2023**

CALL TO ORDER AT 6:25 P.M.: Mona Loomis

PRESENT: Mona Loomis, President; John Knauff, Vice President; Linda Carullo, Secretary; Dave Carullo, Director; Darrell Hotler, Operations Manager

ABSENT: DeJuan McDuell, Treasurer; Mike O'Meara, Finance Manager

OLD BUSINESS

I. Annual Meeting

- a. Linda said all the documents needed for the mailing have already been approved by the Board and those documents have been sent to Boy-Conn Printers.
- b. Linda will ask several ladies in the community to volunteer to stuff envelopes and have the mailing go out this week, one month prior to the annual meeting date to comply with the governing documents.
- c. Darrell discussed increased landscaping and maintenance expenses, and the budget was modified to factor in those increases and keep the member's 2024 assessments the same as they were in 2023. Linda would ask the printer to re-run the budget sheet.
- d. Nominating Committee are Linda, Jill Hotler, and Mona. They have contacted people to be nominees for this year's election of the Board of Directors and have also asked if people would serve on committees. We have five people who have agreed to be nominees. There are three Board positions available: two 2-year terms and one 1-year remaining term for a person who stepped down from the Board. In addition to the five nominees, several people are interested in serving on committees.

II. Mailboxes

- a. Darrell has found a premade mailbox post at Home Depot that is similar in style to what we currently have. If residents wanted a newspaper holder to attach to their mailbox post, there is one that could be installed for a fee.
- b. Darrell asked if we wanted the mailboxes professionally installed, and the Board does want professional installation. Darrell will investigate installation labor costs and submit a proposal for the Board's approval.
- c. Using his estimated costs for the mailbox replacement project, the capital funds budget should cover the cost.

III. Improvement/Variance Request Forms

- a. Too many members are doing exterior projects without submitting an Improvement/Variance Request Form. The common response is that they did not know, even though this is on our website, in the newsletter, in emails, and included in the New Member Packet.
- b. The Citation process and fines will be followed for those who should have submitted a form, but did not.
- c. Other options were discussed as to how to better address this problem in the future. We will review our governing documents and address this matter again in a few months.

IV. Lights

- a. A member's exterior garage light was changed back to the correct fixture, but now it stays on all the time. The person will need to have their electrician restore the wiring to the way it was before they done previous work.
- b. Vandals hit and broke the flood light at the entrance again. Darrell is researching a different style of light that would be more durable.
- c. The streetlight was repaired, but it has been knocked over again. The person responsible will take care of the repair cost, but it is a special-order item and may take months to receive it.

V. Citations

- a. Halloween decorations – During mowing season, holiday decorations should not be placed where they would prohibit mowers from mowing. This could also turn into a liability issue if the mowers damaged a decoration or electric cord. Members would need to be asked to move or remove decorations until after mowing season is over.
- b. A homeowner cited for a weed violation have had the weeds removed.
- c. Another homeowner was cited for improper mulching placed on her neighbor's property and the easement. We were waiting for her to remove the mulch and return it to the original state.
- d. The house that sold in August has weeds in the driveway and yard and has missing trim. The previous owner received a citation and temporarily cut the weeds. Darrell will follow up with the new owner in a month.

VI. Rules & Regulations –

- a. We need to consider recurring problems and make sure they are addressed clearly in our Rules & Regulations.
- b. Darrell suggested we also make sure if specific products or colors are required that they are still available and not discontinued.
- c. We will review the Rules & Regulations and discuss at a future meeting.

VII. Landscaping Update

- a. Mona said the trees that were installed on the west berm are being watered, fertilized, and are growing.
- b. Mona and Jill Hotler are taking care of watering the new plants at the entrance.

VIII. Sidewalk Grant Repair Update

- a. We are waiting for the city to return and complete the repairs. Mona will follow up with them.

IX. Condo Rental Unit

- a. Linda sent a letter to the owner who lives out of state to let them know that they may honor the current lease that expires 1/31/24, but after that no leases will be approved for that unit. There has been no response from the owner.
- b. Real Property Management is handling the rental and has been cooperative in supplying the information requested.
- c. The property owner contacted Rose Realty about the letter that was sent to the owner. Rose Realty contacted Linda and asked for copies of our communication with the owner. Linda supplied those copies and let them know Real Property was handling the rental. Because Rose Realty handles the Oaks Condos' HOA but they do not handle the rental, they will not be involved unless we need their assistance.

FINANCE COMMITTEE

Quick Books: Mike was to have received a Quick Books software update after June. Dave was not sure if Mike had updated the software.

OPERATIONS MANAGER

A Townhome owner's garage was having water problems. They will have their driveway replaced and have it slope away from the garage to redirect the water flow.

NEW BUSINESS

BYLAW ARTICLE/SECTION: Bylaw Article XV, Section 2

PROPOSAL AND/OR PURPOSE OF CHANGE:

A proposal was suggested to the Board to ensure that members would have a say in how we operate. According to our Bylaws, the members only have an opportunity to participate when a majority of the total membership vote on any proposal, meaning 58 members would be considered a majority. The Annual Meeting attendance is usually much less than a majority. To remedy this, we can insert the word "present" in Section 2 as proposed below:

Section 2. by Members. Except as provided in Section 3 of this Article XV, the Members, by affirmative vote of a majority of the Owners of Lots "**present**" may make, alter, amend or repeal the bylaws without any notice at any annual meeting, or these bylaws may be altered, amended or repealed and new bylaws adopted by a majority of the Members "**present**" entitled to vote at any special meeting when the proposed amendment, alteration or repeal of new bylaws have been set out in the notice of such special meeting.

CURRENT BYLAW WORDING SUBJECT TO CHANGE:

Section 2. by Members. Except as provided in Section 3 of this Article XV, the Members, by affirmative vote of a majority of the Owners of Lots may make, alter, amend or repeal the bylaws without any notice at any annual meeting, or these bylaws may be altered, amended or repealed and new bylaws adopted by a majority of the Members entitled to vote at any special meeting when the proposed amendment, alteration or repeal of new bylaws have been set out in the notice of such special meeting.

Dave moved to approve the proposed change to Bylaws Article XV, Section 2 as read. Mona seconded. Unanimously approved by the Board.

ADJOURNMENT – John moved to adjourn, Dave seconded. Meeting adjourned at 8:50 p.m.