

## **OAKWOOD HOMEOWNERS ASSOCIATION**

BOARD OF DIRECTORS MEETING  
MONDAY, AUGUST 20, 2018  
WARREN NEWPORT PUBLIC LIBRARY

### **MINUTES**

I. **CALL MEETING TO ORDER**

**Meeting was called to order at 7:30 PM. A Role Call Attendance was taken and found the currently seated Board Members that were in attendance included, Phil DeRuntz, Rod Jones, Mitch Hameister, and John Webb. Stephanie Brodsky of Fox Management Group was also present and verified Quorum.**

II. **APPROVAL OF MINUTES – March 19, 2018**

**A Motion to approve the Open Meeting Minutes from March 19th, 2018 received a Second Motion, all present were in favor. The Motion passed.**

III. **PRESIDENT’S REPORT**

**The currently seated Board President, Phil DeRuntz, gave the President’s Report that primarily consisted of the items below.**

- A. All meetings will be conducted according to Robert’s Rules of Order.
- B. Homeowners will have an opportunity to speak for 3 minutes each at the end of the meeting after stating their names and home addresses.
- C. The Board expects all members of the Board and the homeowners to conduct themselves in a respectful manner.

IV. **TREASURER’S REPORT**

**Stephanie spoke on each of the items below.**

- A. July financial.
- B. All assessments have been paid for 2018.
- C. Any fines and/or late charges will remain on an account until paid by the owner.

V. **POND AND COMMON AREA MAINTENANCE**

**Stephanie and the Board in general spoke on this item.**

**A Motion to approve changing Pond Maintenance companies from EAM to Integrated Lakes Management (ILM) for an annual cost not to exceed \$9,800.00 received a Second Motion, all present were in favor. The Motion passed.**

- a. Additional dead trees have been removed per requests made by homeowners. We are also experimenting with the Ash trees surrounding Pond #5 by trimming out the dead limbs from the trees for safety and esthetic reasons and with hopes that they may recover. If they fail to recover, the trees will eventually be removed/replaced per original plan.
- b. Planting of new trees will be scheduled for late fall. The planning for this tree replacement effort included contact with a local tree nursery for 20 trees that have had their approximate locations marked with blue flags near Pond #2, around Pond #3, around Pond #4, near Pond #5 and near the Gazebo Area. Homeowners are encouraged to “adjust” the proposed tree locations marked immediately adjacent to their property as they see fit. They may also contact the Common Space Committee via the phone number located on the flag if they do not want a tree planted adjacent to their property. We will move the flag to another location that requires a tree replacement instead.
- c. The bubbler in pond #1 was installed for the purpose of mosquito management.

- d. Common Space areas were supported with Committee and volunteer maintenance this summer at a cost savings of over \$10,000 to the HOA and need HOA equipment to continue the initiative. Signage work was completed that involved replacement of the sign located near Pond #1. Portions of the pond buffer for Pond #2 adjacent to the greenway Common Space Area and adjacent to Homeowner properties have been cleaned up with trimming of the grasses and removal of some saplings, buckthorn, honey suckle, and vines. Clean up of portions of the wooded areas have been completed with more planned that includes continued cutting of dead leaning trees, storm damaged trees, gathering and burning of brush, buckthorn removal and trash removal. This work is being completed free of charge by Members of the Common Space Committee and volunteer Association Members who sought and were given approval to do the work and continue to keep it maintained from this point forth per provided guidelines.

## VI. MANAGEMENT REPORT

**Stephanie spoke on the items below.**

### A. ARC REQUESTS – See attached report.

We remind all homeowners that all changes to the exterior of the home must be approved by the ARC committee prior to work commencing.

### B. CORRESPONDENCE:

- a. Inspection of the property continues and there has been a reduction in the number of fines for garbage cans. We remind homeowners that garbage cans must be brought in by the end of garbage day and cannot be left out more than 24 hours in advance of garbage day.
- b. The board moves to waive any garbage can fines if there have been no additional violations within three months. This would be a one time agreement and if a homeowner violates the rule in the future, they would not be able to request a waiver.

### C. VIOLATIONS

- a. Letters were sent to two owners regarding parking campers on the property. In both cases, the campers were removed in a timely manner. Management would like to remind homeowners that a call to management informing us of a camper on the property will prevent any fines from being imposed.
- b. Temporary pools cannot be more than 3 feet high, 12 feet in diameter, and erected for more than 7 continuous days.

## VII. OLD BUSINESS

**There was none to be discussed.**

## VIII. NEW BUSINESS

**Stephanie spoke on the item below.**

- A. The insurance for the Association renewed on August 8. There was no increase in premium.

## IX. ADJOURNMENT

**A Motion for Meeting Adjournment received a Second Motion, all present were in favor. The Motion passed. The meeting was adjourned at approximately 7:40 PM.**