

OAKWOOD HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

MONDAY, MARCH 25, 2019

7:00 P.M.

WARREN NEWPORT PUBLIC LIBRARY

Minutes

I. CALL MEETING TO ORDER

Meeting was called to order at 7:00 PM. A Role Call Attendance was taken and found the currently seated Board Members that were in attendance included, Phil DeRuntz, Rod Jones, and John Webb. Mitch Hameister was not present. Stephanie Brodsky of Fox Management Group was also present and verified Quorum.

II. APPROVAL OF MINUTES – November 26, 2018

A Motion to approve the Open Meeting Minutes from November 26th, 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 of Fox Management spoke on each of the items below.

- A. Year end financial - 2018. The year ended just over budget.
- B. January and February financial, 2019.
- C. Any fines and/or late charges will remain on an account until paid by the owner.
- D. Late fees have been charged to 16 delinquent owners.
- E. We have received a request to waive a late fee
A Motion to approve waiving the late assessment fee of \$25.00 received a Second Motion, all present were in favor. The Motion passed.
- F. Tax return has been filed with federal and state governments. No taxes were due.

V. POND AND COMMON AREA MAINTENANCE

Stephanie and the Board in general spoke on this item.

A Motion to approve the purchase of Common Space Maintenance equipment for an amount not to exceed \$5,000.00 received a Second Motion, all present were in favor. The motion Passed.

- a. We have a proposal from ILM to repair the aerators for a total of \$2388.47. The proposal is attached.
A Motion to approve the proposal from ILM to maintain/repair and place into service for the season our aerators and the fountain for an amount not to exceed \$2,388.47 received a Second Motion, all present were in favor. The Motion passed.
- b. The 50/50 program was successful, and 6 owners participated. The total paid out was \$2032.50.
- c. A survey of the ponds and types of fish in the ponds was conducted in September. The results were reported in November to be tabled for Spring 2019.
A Motion to approve fish stocking in Pond #2 for an amount not to exceed \$1,700.00 received a Second Motion, all present were in favor. The Motion passed. A second proposal will be requested from ILM.

- d. A phone conversation between Phil DeRuntz and Debbie Budyak of ILM took place to discuss the problems behind 34228 and 34258 Tangueray. The outlet in that area was opened on Monday morning in cooperation with Warren Township. ILM was made aware of the necessity to keep that outlet clear of debris. Additional service would be approved, as necessary, to maintain that outlet. Monitoring of the entire outlet system will be on-going.

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: There was none.

- C. VIOLATIONS

- a. Continued inspections of the property went on during the winter. The inspection was March 19.

- D. WARREN TOWNSHIP

- a. Warren Township contacted us regarding a problem with the electrical line leading to the monument. They had been contacted by ComEd who could not get a meter reading on that line. Elmund and Nelson were contacted to dig up the line and fix the problem. Total cost was \$1759.00.

A Motion to approve payment on the monument area electrical line fix to Elmund and Nelson for the amount of \$1,759.00 received a Second Motion, all present were in favor. The Motion passed.

- b. A homeowner contacted management regarding a light pole that had been damaged over the winter. Management contacted Warren Township and this pole was their responsibility. The pole has been ordered and will be replaced once it is received.
- c. Management has been in contact with Warren Township regarding speed limit equipment. The equipment has been received by Warren Township and installed. Homeowners were urged to contact the township of on-going speeding problems and ask for additional patrols.

VII. OLD BUSINESS

There was none at this time.

VIII. NEW BUSINESS – to be discussed

Stephanie and the Board in general spoke on this item. A motion was made and seconded to approve these new rules. A memo will go out to all homeowners regarding these rules with an effective date of June 1. Motion passed unanimously.

- A. Proposed new rule – Only two garage sales are allowed per home per year.
- B. Proposed new rule – Bird feeders will not be allowed in the front of homes.
- C. Proposed new rule – Guidelines for permanent pools are added.
- D. Proposed new rule – Food cannot be left out for animals

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.