

Minutes
Oak Tree Homeowners Association, Board of Directors
November 11, 2009

Meeting held at 7:00pm at Jay's office.

Board Members Present:

Hank Ceely (Term Expiring 2010)
Rich Vershel (Term Expiring 2010)
Robbie Suggs (Term Expiring 2011)
Jay Caldwell (Term Expiring 2011)
Jon Kaminski *via video conference* (Term Expiring 2012)

Others Present:

Mickey Bumgardner (President of Management Co.)

First Order of Business

Per the results of October's community election, the sitting Board welcomes Jon Kaminski as the newest member of the Oak Tree HOA Board of Directors.

The board would collectively like to thank Gene Acuff for his diligent and dedicated contributions to the community as treasurer on this expiration of his term.

Board position nominations and elections

- Rich Vershel, President (Unanimous)
- Hank Ceely, Vice President (Unanimous)
- Jay Caldwell, Secretary (Unanimous)
- Robbie Suggs, Liaison (Unanimous)
- Jon Kaminski, Treasurer (Unanimous)

Old Business

Holiday decorations

Motion:

Continue with last year's successful neighborhood decoration contest

- Contest with prizes, same as last year
- HOA Board members are not eligible to win
- Entries will be judged by committee.
- Prizes are as follows
 - 1st: \$150 gift card
 - 2nd: \$100 gift card
 - 3rd: \$ 50 gift card

Unanimously passed

Contact judges for this year. RESP: Hank

Search for electronic copy of last year's flyer and make 2009 changes. RESP:
Mickey/Rich

Motion:

Decoration of monuments at entrances:

- Budget will be \$150 per monument (4 total)
- Not to be decorated until after thanksgiving

Unanimously passed

Community Trailer for Santa visit has been purchased

- Trailer not yet assembled

Motion:

- Table Santa's visit to community for 2009 as there is likely not enough time to properly organize the many community facets that would be involved

Unanimously passed

Hearings:

Hearings were held for five covenant violations in October. Four homeowners complied. One homeowner did not show up and is still in violation of covenants.

Motion:

A fine will be levied against the homeowner who is out of compliance and did not show up for hearing.

- Fines will accumulate at the rate of \$100 per day for as long as the violation exists
- If the violation has not been corrected after 15 days (\$1500 fine accumulation), the matter will be turned over to the attorneys

Unanimously passed

Taxes on HOA Land

- Gene is taking care of this. RESP: RV to follow up.

Electronic access at amenities

- Wait until pool updates are finished (~end of January)
- Pool committee needs to develop plan for key fob distribution

Motion

- One fob per household, no exceptions

4-1 vote, motion passed

Boat Storage Committee

- Committee is formed, still needs to meet and set agendas
- May be delayed until new impervious area is identified

Robbie is responsible board member.

Landscaping

- Robbie did walk through with Cline
- Still need a map / plot plan for further clarification
 - Need to locate map from street light project. RESP: Hank to check his files.
 - Continue to locate a map. RESP: Rich to talk with Gene.

Website

- Documents from annual meeting are available on website (www.oaktreehoa.com)
 - Power Point presentation
 - Annual Budget
 - Balance Sheet
- Fixed link for ACC guidelines and request forms for Morrison Cove
 - There is no request or guidelines form for Wyndham Shores
 - Contact Tom Koster for copies. RESP: Mickey
- Need to contact site host for administrative email addresses control. RESP: Robbie
- Covenants and bylaws need to be searchable

Current copies are imaged pdf's and can not be improved
Many pages are not legible

Motion:

- Get quotes to have covenants typed so documents will be searchable and printable

Unanimously passed

Obtain quotes to type documents. RESP: Mickey

HOA 'Past Due' violations eliminates eligibility for boat storage

- This statement needs to be posted on website. RESP: Mickey to get legalese.

Variance for dog pen

- No update

Oak tree landing resident #2

- Agreed to make payments to remedy past due (never billed) but no payment has been made yet. RESP: Mickey to follow up.

New Business

Street lights out on Kilborne Road

- Need to report which lights to Mickey
- Duke will repair within 3 days of notification

Process for street light issues is the same throughout the community

Need audit of books per covenants

- According to available records, audit has never been performed

Motion:

- 2009 audit only, to be performed during January 2010

Unanimously passed

- Setup audit as soon as possible in January. RESP: Mickey
- Based on audit findings, may recommend audits for additional years.

Getting Wyndham shores more involved

- Tabled due to time constraints

Business & Social

- Tabled due to time constraints

New community members

- Welcome to neighborhood flyer
- Printed copy of HOA covenants
- To be deliver by Mickey in person

Develop FAQ for new neighbors (covenants, ACC, web site, etc.). RESP: Mickey

Join the fun

There have been two recent requests to attend the board meeting

- Any member in good standing has the option to attend, but must adhere to the following guidelines per Oak Tree HOA covenants:

- Prior Notice
 - Meetings are typically held on private premises. Sufficient notice, preferably two weeks by homeowner who wants to attend, must be provided so proper arrangements can be made to accommodate additional attendees
 - A written notification (email is sufficient) to any board member or management company stating intent to attend
- Attendee must be quiet for the duration of the meeting
 - Attendance is only allowed in an observational capacity
 - Questions or comments during the meeting are not allowed under any circumstances
- Must have “Executive Session” scheduled on agenda to discuss non-public issues
 - Executive Session may include, but not be limited to:
 - Any topic that involves a specific homeowner
 - Home owners who are behind on dues
 - Covenant violations
 - Details of fines or liens being levied

Publish agenda with items for Executive and non-executive items. RESP:
President (Rich)

Discussed how to make the board meetings more appealing to generate greater interest in serving on board.

Motion:

Christmas flyer to be distributed by neighborhood kids rather than mailed to save money.

- \$20 per neighborhood (\$40 total)

Unanimously passed

Contracts have been signed with Swim Specialties for pool improvements

- Board approves 30% down payment
- Work to be completed by 1/1/2010.

Next meeting tentatively scheduled on Dec 11th at Hickory Tavern.

Motion to adjourn

Meeting adjourned at 9:20pm

Minutes Accepted and Approved:

Rich Vershel, President

_____ Date: _____

Hank Ceely, Vice-President

_____ Date: _____

Jay Caldwell, Secretary

_____ Date: _____

Jon Kaminski, Treasurer

_____ Date: _____

Robbie Suggs, Committee Liaison

_____ Date: _____