

Oakbrook Chase HOA

Minutes of the 2017 Annual Meeting

Call to order – Doug Samuels, President of the Oakbrook Chase Home Owners Association, called the meeting to order at 8:05 p.m.

Roll Call and Proxy Announcements - Doug Samuels presided over the roll call and announcement of proxies. A quorum was confirmed after the sign-in sheet was tallied (25 present) and the proxies counted (17) for a total of 42. This number exceeded the requirement of 50% of the 83 properties needed to form a quorum.

Introduction of Current Officers - Doug Samuels introduced the currently serving officers:

President – Doug Samuels

Vice President – Frank Alfter

Secretary – Felice Nudelman (absent due to work)

Acting Treasurer – Charlie Craw

Communications Officer – Meloni Steffens

Notice of Meeting – The By-Laws require notice to be sent at least a month prior to the meeting. The President sent each homeowner a notice on April 5, 2017.

Reading of Previous Year's Minutes – The President read the 2016 HOA meeting minutes. He reminded the attendees that HOA Meeting Minutes are posted on OakbrookChase.com.

Report of Officers:

President's Report – Doug presented the highlights of the attached 2017 President's Report.

The work on the electrical cord was completed on September 22, 2016, and the electrical cord is now buried in conduit. The work was contracted to Don Potter Electric for a cost of \$2,000.

A "Dog Sign" encouraging clean-up from dog walkers was installed adjacent to the Oakleaf Detention pond.

The city repaired the pothole on Oakleaf Drive.

A fence and a shed were approved. In addition, questions arose concerning whether satellite dishes or solar panels are allowed. There are no HOA covenants or by-laws forbidding dishes or panels. Questions were also asked about whether residents could

lease their homes and whether RVs could be parked overnight on the street. Leasing is allowed and in fact two or three homes are currently leased. RV parking is allowed on a temporary basis while residents are being visited.

The HOA "State of Ohio Certificate 1689111" was renewed with Richard D(oug) Samuels as Statutory Agent.

The Social Committee organized three successful block parties and a Pie-on-the-Patio Party.

A community garage sale was held.

The dead trees along Beaver Valley Road were discussed and it was concluded they are the individual lot owner's responsibility but that they reflect negatively on the community.

In addition, several dead ash trees have been identified along the property line behind the Oakleaf pond. These are scheduled for attention this spring.

The Adams Way Pond work was accomplished in early October by Rine for a total cost of \$2,900. The Goehring's were reimbursed \$156 for the watering the new sod.

Julie Berro's request for school supplies was sent to the community via the Yahoo group and residents responded as they always do.

Four homes were sold in the plat.

Charlie Crow agreed to step in as Acting Treasurer after the position was left open by the resignation of Geoff Morris.

Our mowing contract with AKutAbove was renewed. The contract remains at the same price as 2016, and is a 1-year contract with 8 monthly installments (March-October), @\$438.75 per month, or \$3,510 per year. Additionally, Leisure Lawn was contracted to provide lawn treatments. The new contract includes a slight increase over 2016, and will cost us \$212 per application, or \$848 for the year.

A proposed 2017-2018 budget was prepared by the President and Acting Treasurer for presentation at this Annual Meeting.

Report of Committees

Treasurer's Report – Charlie Crow presented the HOA Treasurer's report which is attached with these minutes. Maintenance covers things like lawn mowing, weed control, tree removal, and care for the entry. Insurance includes liability for the HOA and common property coverage. Administration covers the Surety Bond of HOA Officers, postage, and other expenses, Real Estate Taxes is self-explanatory.

Communication Officer's Report – Meloni Steffens reported that the Oakbrook Chase HOA website is temporarily "stagnant" as management of the website passes from Beth Weiss to Mel. The website is up and running but there will be no updates for the time being. Any member who is part of the Oakbrook Chase E-mail group may use oakbrookchase@yahoogroups.com directly to communicate with other residents.

Maintenance Committee – Sandy Crow reported that our contracts were renewed with A Kut Above for mowing and Leisure Lawn for lawn and weed control. As mentioned earlier two major projects were completed, improvements to the Adams Way detention pond and the burying of the light cord in conduit. As part of Sandy's report, she announced she would like to retire from the Maintenance Committee. The attendees thanked Sandy for her service. Sydney Goehring volunteered to replace Sandy. (Additional volunteers for the Committee are being sought. Please contact Sydney or the HOA President if you would like to serve.)

Beautification Committee – Betty Samuels reported in conjunction with other committee members that she planted three Pygmy Barberry plants in front of each Entry Gate. She has begun annual maintenance of the gates.

Social Committee - Donna Bales (Chair) presented the following schedule of social events for the summer. The committee is open to additional input from residents.

OAKBROOK CHASE HOA SUMMER 2017 SCHEDULE

MAY 11	8:00 p.m.	HOA Meeting
MAY 12	7:00 p.m.	Soiree – Wandering Griffen, Col. Glenn Highway
JUNE 9	7:00 p.m.	Block Party – Oakbrook Chase cul-d-sac Bring snacks to share and drinks for your family
JULY 14	7:00 p.m.	Block Party – Chelsea Court Bring snacks to share and drinks for your family
AUGUST 19	7:00 p.m.	Saturday cook out – Adams Way Bring dish to share; Meat and drinks for your family
SEPTEMBER		Pie on the Patio with Betty and Doug

Election of Officers

By-Laws require that a Director of Elections be elected to run the elections for the HOA. Harold Miller Jr was elected to be Director of Elections by unanimous consent.

Election of Secretary – Term expires after 2019 Annual Meeting

Felice Nudelman, even though absent, volunteered to continue serving as Secretary. There were no other nominations and Felice was elected by unanimous consent.

Election of Treasurer (Remainder of Term) – Term expires after 2018 Annual Meeting

Charlie Craw was asked if he was willing to complete this term as Treasurer. He said he was. There were no other nominations and Charlie was elected by unanimous consent.

Election of Vice President – Term expires after 2019 Annual Meeting

Frank Altfer was asked if he would agree to serve another term. He answered in the affirmative. There were no other nominations and Frank was elected by unanimous consent.

Unfinished Business – Discussion was held concerning several dead trees on private property but visible from Beaver Valley Road. While disposition of these trees is the responsibility of the individual homeowners they do reflect badly on the community. The homeowners are encouraged to remove the trees.

The Offices were also made aware of several dead trees along the back of the Oakleaf detention pond that overhang the neighbor's property on Christalee Drive. These trees threaten their property, including their house, if they were to fall. They have asked that these trees be taken down before they fall. The Officers' are aware of these trees and plans are being made to deal with them this spring.

New Business – In a related discussion, Sydney reported on research concerning honeysuckle and how it should be controlled. A main point is that the honeysuckle roots provide stability to the soil in many areas. Sydney is more than happy to share her knowledge with others.

A resident asks if a plat map could be developed with the residents for each lot noted. Frank Altfer agreed to take on that project.

Incentive for Attendance

Two \$50 Lowes Gift Cards were awarded as incentives for attending the Annual Meeting. Rebecca Mitchell and Meloni Steffens were the winners.

Adjournment

No further new business was presented. Harold Miller made a motion to adjourn with a second from Ron Hunt. Meeting adjourned at 9:05.

2017 PRESIDENT'S REPORT

JUNE 1, 2016 – MAY 11, 2017

1. A "Dog Sign" encouraging clean-up from dog walkers was installed adjacent to the Oakleaf Detention pond
2. The electric cord from the Entry Gate lights on the Steffen side of Oakbrook Blvd to the Steffen's house was buried in conduit by Potter Electric at a cost of \$2000.
3. The city repaired the pothole on Oakleaf Drive.
4. A fence was approved at 1287 Adams Way and a shed was approved for 2424 Oakbrook Boulevard.
5. The HOA "State of Ohio Certificate 1689111" was renewed.
6. The front gate was weeded, edged and mulched.
7. A community garage sale was held.
8. The Social Committee organized 3 successful block parties and a Pie-on-the-Porch Party.
9. The dead trees along Beaver Valley Road were discussed and it was concluded they are the individual lot owner's responsibility but that they reflect negatively on the community.
10. In addition, there are several dead ash trees along the property line behind the Oakleaf pond which are threatening neighbors' property. These are scheduled for attention this spring.
11. The Adams Way Pond work was accomplished in early October by Rine for a total cost of \$2,900. The Goehrings agreed to water the sod daily for 3 weeks and the HOA reimbursed them \$156 for the water. Rine also cleaned out Beaver Valley channel.
12. Discussion was held with a resident and a Beavercreek Animal Control Officer concerning a neighborhood dog that the resident felt was threatening when it charged him although it was stopped by an invisible fence. The Animal Control Officer said he would talk to owner.
13. The President sent an email to the community regarding our Oakbrook Chase skunks with information about how to deal with them.
14. Julio Berro's request for school supplies was sent to the community via the Yahoo group.
15. Requests for verification of good standing by title companies for Womble and Rumbley for closing on the sale of their homes were handled by the Treasurer. Similar requests by title companies upon the sale of The Bunning and Ward/Weiss homes were handled by the President.

16. Charlie Crow has agreed to step in as Acting Treasurer after the position was left open by the resignation of Geoff Morris. Acting Treasurer and President prepared semi-annual Treasurer's Report and sent it to Beth for posting.
17. President bought mail box key at a cost of \$9.00 and gave it to the Acting Treasurer. This provides access to the Oakbrook Chase mail box to the Treasurer so that mail and bank statements can be collected. The President and Treasurer have always shared access to the mail box.
18. A resident enquired about legality of the house for lease across from him. President assured him it was not against the by-laws.
19. President advised another resident that by-laws allowed resident's guest to park RVs overnight for the duration of their visit.
20. Other residents asked if satellite "dishes" are allowed at Oakbrook Chase, and the president responded in the affirmative.
21. A resident asked if Solar panels are allowed, and the president responded that there is no restriction in the by-laws against them.
22. Our mowing contract with AKutAbove was renewed. The contract remains at the same price as 2016, and is a 1-year contract with 8 monthly installments (March-October), @\$438.75 per month, or \$3,510 per year. Additionally, Leisure Lawn was contracted to provide lawn treatments. The new contract includes a slight increase over 2016, and will cost us \$212 per application, or \$848 for the year.
23. Our Website, hosted by Total Choice Hosting was renewed at a cost of \$44.
24. A proposed 2017-2018 budget was prepared by the President and Acting Treasurer for presentation at this Annual Meeting.

**Fiscal Year to Date Oakbrook Chase
HOA Annual Financial Report 2016-2017
(as of 11 May 2017 for annual meeting)**

Starting Balance as of 1 June 2016	\$ 11,794.35
Dues Paid 2016	<u>\$ 7,800.00</u>
	\$ 19,594.35
Expenses	
Administration	\$ 645.03
Insurance	\$ 800.00
Maintenance	\$ 9,443.93
Real Estate Taxes	<u>\$ 333.14</u>
Total Expenses	\$ 11,222.10
Balance as of 11 May 2017	\$ 8,372.25

Maintenance Detail

Fertilize and Weed	\$ 830.00
Mow	\$ 3,510.00
Entry Electric Work	\$ 2,000.00
Adams Way Detention Area	\$ 2,900.00
Other Maintenance	<u>\$ 203.93</u>
	\$ 9,443.93

Proposed 2017-2018 Budget
(as of 11 May 2017 annual meeting)

Projected Expenses for 2017-2018

Administration	\$	650	
Insurance	\$	800	
Maintenance	\$	6,200	
Taxes	\$	<u>350</u>	
Total Projected	\$	8,000	
Required Reserve	\$	<u>8,000</u>	
Total Required	\$	16,000	
Bank Balance 31 May 2017	\$	8,372	
Home Owner Dues @ \$100 per lot	\$	<u>7,800</u>	78 Lots excluding 5 officers
	\$	16,172	

Maintenance Detail

Fertilize and Weed	\$	848.00
Mow	\$	3,510.00
Remove Dead Ash Trees	\$	1,500.00
Other Maintenance	\$	<u>342.00</u>
	\$	6,200.00