

## OAKBROOK CHASE HOMEOWNERS ASSOCIATION

### ANNUAL MEETING, 21 MAY 2024

- Call to Order  
Oak Brook Chase HOA annual meeting was called to order at 6:04
- Roll Call with Introductions around the room: Total Attendance Tallied + Proxies.
  - Six proxy votes
  - 16 households, 25 individuals
  - 22 total households
  - Everyone introduced themselves and there was a good mix of some of the original homeowners along with new residents.
- Notice of Meeting Requirement: Accomplished by E-Mail on 26 April 2024
  - We implemented emailing of announcements and had only one bounce-back. So far, the new process seems to be working and we will continue with electronic notification. If people prefer mail or flyer, please let the communications officer know by contacting us at [Oakbrookchasehoa@gmail.com](mailto:Oakbrookchasehoa@gmail.com)
- Review of current HOA Board Members
  - Mike Beauchamp, President
  - Frank Alfter, Vice President
  - Felice Nudelman, Secretary
  - Catherine Gordon, Treasurer
  - Nina Tan, Communications Officer (appointed in early 2024)
- Review of current HOA Committee chairs
  - Betty Samuels, Beautification Chair
  - Felice Nudelman, Social Chair
  - Betty Samuels, Maintenance Chair (move to Board position with new officer)

The Beautification and Social chairs will be retained as volunteer committee assignments. Both chairs agreed to continue service.

The Board is recommending that we move Maintenance under a new Board Officer position. We will come to this as a discussion point and vote later in the agenda.

- Review of Prior Year Annual Meeting Minutes (2023)—any comments or questions?  
None.
- Reports of Officers and Committees:

#### **President's Report: (Mike)**

- All dues were collected, bills paid, maintenance continued, and business as usual for day-to-day oversight of the HOA—no significant problems or issues.

- Still working on the requirement to file federal taxes as a 501(c)(3) organization. We don't expect any cost to the HOA.
- We had a few new homeowners move in this last year. We believe we have new info and emails for everyone—if we missed someone or you need to update your email, please let Frank know and he will update the plat map, and let Nina know and she will update our master email list. You can reach them at oakbrookchasehoa@gmail.com
- Homeowner requests for improvements for things like fences, decks, etc. are regularly reviewed. We review to ensure that you have information regarding the city processes and that the HOA covenants are followed.
- Updates: Reminder that homeowners are responsible for edging all sides of the sidewalk areas in front of their homes (including the street side); they are also responsible for weeds/grass growing in the gutter area—the city doesn't do that work.
- We also had a few small issues with homeowners and their guests parking for extended periods in the street. Just a reminder that our Covenants limit parking such that “No vehicles may be parked on the street routinely or for a long period of time”—this limitation is in place to keep our streets open for regular traffic. We view the “period of time” to be no more than 24-48 hours. If you have guests that need to park cars, or RV's on the street for longer than 48 hours please notify the president at oakbrookchasehoa@gmail.com
- We had “surprise” fiber optic work done by AT&T and this was, by and large, done according to state law without violation of easement regulations (10ft into yard). If they violate the easement regulations, they are responsible for paying the homeowner. In some cases, they need to fill gaps where the dirt has eroded or was not filled in around the digging. In other cases, they need to reseed. The president will call AT&T to address the need for more fill and seed. Please let us know if there are any issues.
- As our HOA and our homes get older, we found the need to update some of our covenants to ensure our homes/common areas are maintained in good order. If we send out notes regarding fences, sheds, grass trimming, parking on streets, etc. please keep in mind we are just trying to keep our HOA in proper shape.
- Based on the Treasurers report we don't anticipate any changes to the dues over the next year. We still need to build our reserves (currently at 76%), and we anticipate some additional charges for seeding, tree removal and planting, and aeration of the common areas this year.
- Any concerns, questions or comments, please let any of our HOA officers know or send an email via the HOA website [www.oakbrookchase.com](http://www.oakbrookchase.com) or OakbrookChaseHOA@gmail.com

#### **Communication Officer's Report (Nina)**

- The goal of communications is to ensure that everyone is informed, gets their notifications, and has access to the information on the HOA site and that the website is up to date and easy to navigate.

- Site usage has gone up within the past 12 months with 801 site visitors. In the last 30 days 170 site visitors and June 23 – Mar 24 averaged 40 site visits. We have seen increases in the past two months with 151 visits in April and 145 visits in May.
- Communication will be coming soon regarding the garage sale in June (6,7,8) and Tina will get garage sale signs in addition to the big sign to be posted at the entrance.

#### **Social Committee Report (Felice)**

- The last event of this fiscal year was a hosted viewing of the Totality. Mike and Sonja set up telescopes and invited the HOA residents to come watch the event. We had a good turnout, and you can see some fantastic photos and a video taken from the telescope on the HOA website at: <https://oakbrookchase.com/around-the-chase>
- A survey was sent out with the HOA meeting announcement to get feedback on the types of activities that would be most appealing. What types of activities people want. We received 12 responses with a block party (58.33%), Cul-de-Sac parties (41.67%), Southern Ohio Brewing (33.33%), and dinner meet-ups (25%). The social committee will meet to discuss the calendar of events. If you have any activities you would like to add to the list please contact Felice at [oakbrookchasehoa@gmail.com](mailto:oakbrookchasehoa@gmail.com). Please also think about joining us on the committee.

#### **Maintenance/Beautification Chair report (Betty)**

- We are trying to get Rine out to fill the sinkhole in the detention pond. Betty is trying to work with them to make sure the work moves forward.
- Trees are encroaching on the sidewalks and wires near Beaver Valley Road, we will have someone come trim them.
- The Norway Spruce plant replaced last year at the entry due to damage is doing well.
- The Buckthorn trees at the entry are being replaced due to disease or possible damage soon.
- Aeration and seeding were done in the Adams retention pond.
- Mulching will be done as usual when the plantings and trimming has been completed.

#### **Treasurer's Report (Catherine) delivered by Mike**

- Full financial report is available upon request.
  - Dues at \$170 per year we collected \$12,920
  - Our reserve is healthy and increasing but we are still a bit short of where we want to be.
  - We had a starting balance of \$7,814
  - Income is currently at \$ 12,920
  - Expenses are currently at \$11,983
  - Ending Balance is currently at \$9844
- Election of Inspector of Elections (member at large volunteer)—this person counts hands for election results.
    - Doug volunteered to be Inspector of Election
  - Election of Officers: (all terms end May 31 2026)
    - **President**
      - Nomination for Mike Beauchamp by Felice Nudelman, seconded by Nina Tan. Unanimously Approved

- **Treasurer**
    - Catherine Gordon nominated by Mike Beauchamp, seconded by Frank Alfter  
Unanimously Approved
  - **Communications**
    - Nina Tan nominated by Mike Beauchamp, seconded by Melissa Weber  
Unanimously Approved
  - **Maintenance** (new Board position—must be voted on to change HOA covenants)
    - First Vote is to change HOA Covenants. Joseph moved and Pam seconded  
Unanimously Approved
    - Second vote is for Maintenance Officer, Nudelman nominated Michael Weber, Mike Beauchamp seconded  
Unanimously Approved
- Unfinished or New Business; Open Question & Answer Period
- Q&A session
    - Question about health of trees in HOA. Given potential for damage from increasing storms and some near misses from tornadoes, the question was about the health of the trees and the need in the near future to take down older trees to mitigate risk. We will see what it will cost to have the trees assessed to ensure that we are addressing any risk in a timely manner. The question was also raised as to whether the HOA has insurance – if an HOA tree damages a house, yes we are covered. If a trees falls into HOA property (detention pond), we are not covered.
    - Comment was made to ask why we would reduce dues when we might very well need to use that money for damage from storm. Recommendation was made to keep dues and ensure that we have the necessary funds for maintenance.
    - We will post the current year's budget (forecast and actual) on the HOA web site as soon as we close the year (end of May). The budget for the next fiscal year will be posted in July.
    - What are the HOA rules for clearing snow? City ordinance states that if you clear the sidewalk, it must be cleared properly. If you do not do it correctly (ice remaining, etc), and someone injures themselves, the HOA (or homeowner) is responsible. The HOA does not clear the sidewalks in front of the detention ponds, some of the homeowners who live adjacent to the detention ponds clear the walks. The homeowners are not required to clear their sidewalks. We follow city ordinance.
    - Question was asked if there are rules about door-to-door solicitation. We do have a no-solicitation policy, but it is not easy to enforce other than to tell the solicitor about the policy.
  - Email updates—Please make sure we have your email address so that we can communicate with you and so that you receive the dues notice. Dues will be going out soon.
- Adjournment at 7:24

**OPERATING BUDGET****2024-2025 Budget****INCOME**

Assessments	12920
Miscellaneous Income	30
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<b>TOTAL INCOME</b>	<b>\$ 12,950</b>

**EXPENSES***Administrative Expenses*

Postage	60
Meeting Space Rental	150
Office Supplies	100
PO Box Rental	70
Web Hosting	100
Social Activities	450
Bank Charges	24
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<b>Total Administrative Expenses</b>	<b>\$ 954.00</b>

*Fixed Costs*

Insurance	1082
Property Taxes	176
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<b>Total Fixed Costs</b>	<b>\$ 1,258</b>

*Maintenance Costs*

Detention pond maintenance	1000
Tree Removal	0
Aerate	335
Maint: Fertilizer	1500
Maint: Mow	5510
Maint: Reseed	200
Front Entrance	675
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<b>Total Maintenance Costs</b>	<b>\$ 9,220</b>

<b>TOTAL EXPENSES</b>	<b>\$ 11,432</b>
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<i>Reserve Balance</i>	\$ 12,205
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<b>TOTAL OPERATING EXPENSES &amp; RESERVE BALANCE</b>	<b>\$ 23,637</b>
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