

RED OAK HILLS HOMES ASSOCIATION, INC.

Board Meeting Notes

Date: December 13, 2022

Time: 6:30pm – 8:00pm

Location: Monticello Library

Notes by: Tom Beckenbaugh

1. Call to Order: JC called the meeting to order at 6:33 pm.
2. Roll Call :

Present:

Jay Carlson – President (JC)	Tom Beckenbaugh – Vice President (TB)	Pam Baur – Secretary (PB)	Tammy Shepherd - Treasurer (TSh)
Ray Chandler (RC)	Carole Collyard (CC)	David Leavitt (DL)	Tia Strait (TSt)

No other Association members were in attendance.

3. Officer Reports:
 - a. President: JC complemented and thanked Board members for many accomplishments in 2022.
 - b. Vice President: No Report.
 - c. Secretary: No report.
 - d. Treasurer:
 - i. TSh distributed a proposed FY2023 budget for review. Following a brief discussion to reallocate funds between the capital improvements and maintenance line items, a motion was made by TB and seconded by DL to approve the attached budget. The motion was approved unanimously. PB will email a copy of the approved budget to all members by December 15th.
 - ii. Dues for 2023 will remain at \$345 per household. TSh will make arrangements to mails dues statements to all members in early January 2023.
4. Committee Reports:
 - a. Architectural/Roofing (TB): TB reported that one solar panel application and one accessory building application were approved since the last meeting and noted that one resident has requested a roofing application and another has requested an accessory building application.
 - b. Audit: In early 2023 DL will arrange a meeting with TSh to review financial records.

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- c. Declaration of Servitude (DOS) Program/Membership Recruitment: JC has prepared a letter to send to the 11 property owners in ROH that are not members of the Association outlining the benefits of Association membership and inviting them to join the Association as Voluntary Members.
 - d. Directory: JC noted that we are still looking for a resident with graphic design skills to assist preparing the directory. The target date for publication and distribution is March 2023.
 - e. Maintenance: TSt reported the following:
 - i. Tree trimming along Midland east of Red Oak Drive is complete and tree trimming along Midland west of Red Oak Drive is planned for 2023. TSt will ask the tree removal contractor to dispose of the cedar firewood left in the work area.
 - ii. A plan for new plant materials along Midland, at subdivision entrances and in other common areas will be prepared for Board for review with installation planned for Spring 2023.
 - iii. Efforts to identify a contractor for mailbox concrete pad replacement and concrete placement adjacent to the storm water channel is ongoing.
 - f. Event Signs: JC will place make arrangements to purchase two additional signs, one for the 67th and Elmrigde entrance and a second for the 66th Terrace and Lind Road entrance.
 - g. Nominating: JC noted that a volunteer is needed to fill the open Board seat. TB noted that soon it will be time to identify Board volunteers for the June 2023 election.
 - h. Restrictions Compliance: TB suggested the Board develop a plan for enforcing the newly updated deed restrictions, with an initial emphasis on achieving compliance with the outdoor storage of trash containers. TB proposed that a letter be included with the dues statement to remind residents that Association approval is required for roof replacements, solar panels, accessory buildings and outdoor trash container storage. TB will assist JC is drafting a proposed letter for Board review and will prepare a proposed action plan for Board review.
 - i. Social: CC reported that the December Holiday Party was a success with approximately 85 residents in attendance. For next year's party it was suggested that the start time be move to 6:30pm, that music be added and that more volunteers be identified to assist with event preparation and cleanup. JC noted that the Cookies with Santa event was also well attended.
 - j. Website: JC will seek a volunteer to lead the effort to launch a new website in 2023.
 - k. Welcome: TB suggested that the Welcome Packet be reviewed for completeness and accuracy. JC will provide a copy to TB.
5. The next Board meeting is scheduled for Tuesday, January 10th, from 6:30 - 8:00 pm at the Monticello Library.
6. The meeting was adjourned at 7:55 pm.