

## RED OAK HILLS HOMES ASSOCIATION, INC.

### Board Meeting Notes

Date: February 7, 2023

Time: 6:30pm – 8:00pm

Location: Monticello Library

Notes by: Tom Beckenbaugh

1. Call to Order: JC called the meeting to order at 6:38 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 reported the purchase of two additional event signs, one for the 67<sup>th</sup> and Elmrigde entrance and a second for the 66<sup>th</sup> Terrace and Lind Road entrance.
  - b. Vice President: No report.
  - c. Secretary: No report.
  - d. Treasurer: TSh reported the following:
    - i. Approximately 60% of the homes have paid their 2023 dues. TSh will send an email reminder to property owners who have not paid.
    - ii. Four homes sales were finalized in January.
4. Committee Reports:
  - a. Architectural: TB noted that a committee should be formed to propose updates to the 2004 Roofing Guidelines. TB will prepare a notice for the newsletter seeking volunteers to serve on a committee to propose updates to the Guidelines.
  - b. Audit: TSh noted that the 2022 financial records were ready for an audit. The audit committee plans to meet in late February to conduct the audit.
  - c. Directory: JC noted that no resident has volunteered to assist in formatting the directory for publication. The Board approved compensating an individual or a company up to \$300 to provide the necessary services to sort and format the directory, followed by volunteers to proofread the document before printing.

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- d. Maintenance: TSt reported the following:
    - i. One proposal to replace eight deteriorated mailbox pads and place concrete in two eroded areas adjacent to the storm water channel has been received and a second proposal is expected soon.
    - ii. A tree has fallen in the common area east of Red Oak Drive near the storm water drainage channel. TSt will contact a tree removal contractor to obtain a proposal to have the fallen tree removed. TSt will also obtain a proposal to clear overgrown vegetation along the channel.
    - iii. A plan for new plant materials along Midland, at subdivision entrances and in other common areas is being developed with a goal of installing new plants this Spring.
  - e. Nominating: JC noted that no resident has volunteered to fill the open Board seat. The Board agreed that the next Board election will occur using an in person vote / proxy vote at the June 2023 Annual Meeting versus an election by electronic vote.
  - f. Restrictions Compliance: TB distributed a list of properties observed to be in violation of the restrictions related to the outdoor storage of trash containers. An email will be sent to these residents reminding them of applicable restrictions. Other restriction violations will be addressed as they are identified.
  - g. Social: JC will contact Kelly Mason to obtain a list of events planned for children in 2023 such as the annual east egg hunt, holiday parades, etc. CC suggested that the annual neighborhood garage sale occur in June 2023. The next Veteran's Day celebration will be planned for November.
  - h. Website: No volunteers to lead the effort to launch a new website have been identified.
  - i. Welcome: Updates to the Welcome Packet have been proposed. JC will finalize the updates.
5. The next Board meeting is scheduled for Tuesday, March 14<sup>th</sup>, from 6:30 - 8:00 pm at the Monticello Library.
6. The meeting was adjourned at 7:50 pm.