

RED OAK HILLS HOMES ASSOCIATION, INC.

Board Meeting Notes

Date: July 8, 2025

Time: 6:30pm – 8:00pm

Location: Monticello Library

Notes by: Tom Beckenbaugh

1. Call to Order: CR called the meeting to order at 6:32 pm.
2. Roll Call :

Present:

Caitlin Rethorst – President (CR)	Tom Beckenbaugh – Vice President (TB)	Christina Comiskey – Secretary (CC)	Tammy Shepherd - Treasurer (TSh)
Ray Chandler (RC)	Matthew Myers (MM)	Megan Sheets (MS)	Tia Strait (TSt)

Absent:

David Leavitt (DL)			
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3. Resident Comments: No residents attended the meeting.
4. Officer Reports:
 - a. President: No Report.
 - b. Vice President: TB discussed the status of preparing an RFP for waste collection beginning in January 2026, noting that some residents currently use 65 gallon trash containers and others use 95 gallon trash containers. The consensus of the board was to have the costs for trash collection based on the more common 65 gallon containers and obtain a separate price for trash collection in 95 gallon containers, so any additional cost for the 95 gallon collection could be passed on to residents that desire that service. TSh noted information on 2026 costs was needed before the October meeting.
 - c. Secretary:
 - i. CC reported that the July 4th parade was very successful with strong neighborhood participation.
 - ii. CC noted that she recently assisted in watering a private flowerbed in the common area at the request of a resident, TSt noted in the past that the bed has not been maintained and has plans to remove the bed.
 - iii. CC noted that the meeting rooms at the Monticello Library have been reserved for the August and September board meetings.
 - iv. TSt suggested that darker or thicker lettering be used on the event signs posted at the subdivision entrances to make them more readable.

- v. TB asked new board members if the current methods used to communicate with residents were adequate, noting two recent examples of residents beginning to install new roofs without submitting a roofing application for approval, despite reminders sent to residents through dues notice mailings, the neighborhood directory, website posting and by email. New board members noted they have received the reminders. The consensus of the board was that current communication approaches are sufficient.
- vi. TB recommended that CC consider developing a secure Google Drive filing system to store editable versions of the various HOA documents that are posted on the website. TSh noted that one is already in use for financial records.
- d. Treasurer: Prior to the meeting, TSh reported that year to date expenses are tracking within the budget and that eight properties have sold thus far in 2025. It was noted that an additional two homes are currently for sale.

5. Committee Reports:

- a. Architectural: TB reported that nine roofing applications have been processed in 2025, with three more pending, and noting in 2024 only eight applications were processed. TB noted that one roof was installed this week without submitting an application for approval, but that the shingle installed had been previously approved for other roofs in the subdivision.
- b. Directory: MM reported he will be updating the directory information and plans to have the new directory ready for distribution at the fall picnic. CR noted that the directory back page should include a list and photos of social events sponsored by the Association. It was suggested that a new cover photo be used to distinguish the new directory from the previous edition.
- c. Family Programs and Social Events: MS reviewed plans for the annual Fall Picnic on September 7th at the Knights of Columbus Park. A postcard has been printed and will be mailed to residents soon. A hamburger and hotdog with chips entrée will be catered, residents will be asked to bring appetizers, sides and desserts. TSh will make arrangements for beverages. Arrangements have been made to have kid-friendly events including a visit from the Shawnee Fire Department.
- d. Maintenance:
 - i. TSt thanked MM for coordinating the recent nature trail cleanup workday. MM reported that three residents participated and that the trail was cleared of overgrown foliage. MM noted that in recent days several neighborhood volunteers have placed donated mulch on the western portion of the trail.
 - ii. MM reported that a resident on Red Oak Drive immediately south of the nature trail was planning to plant trees in the common area adjacent to their property; MM informed the resident that prior Board approval would be required.

- iii. TSt provided an update on plans for repairing and repainting monument signs the subdivision entrances. Following discussion, it was the consensus that the Lind Road sign should be repainted as a mockup, maintaining the current sign's color scheme with the dark brown background, updating the red letters with a gold outline to make the sign more readable and changing the green tree color to more closely match foliage or grass green. Adding more detail to the trees will also be discussed with the sign company. TSt noted that the cost to refurbish all 5 signs would be approximately \$2,000. TB made a motion, seconded by MS to proceed with the sign work. The motion passed unanimously.
 - e. Restrictions Compliance:
 - i. TB noted that an email was recently sent to all residents reminding them of deed restrictions concerning roofing pre-approval, trash/recycling container storage requirements and yard sign restrictions. TB noted that one resident was seeking a policy clarification on yard signs, however the consensus of the board that no additional communication on yard signs is needed at this time.
 - f. Welcome: CR noted that the Welcome Package has been updated and will be printed and given to each of the eight property owners that moved into the subdivision in 2025. CR noted that the coffee mug welcome gift will be delivered with the Welcome Package.
6. Other Items: None.
7. The next meeting is scheduled for Tuesday, August 12, 2025 at 6:30 pm at the Monticello Library.
8. The meeting was adjourned at 7:54 pm.