

**RED OAK HILLS HOMES ASSOCIATION, INC.**

Board Meeting Notes

Date: June 11, 2024

Time: 6:30pm – 8:00pm

Location: Monticello Library

Notes by: Tom Beckenbaugh

1. Call to Order: JC called the meeting to order at 6:32 pm.

2. Roll Call :

Present:

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

3. Resident Comments: Gary Turner and Al Rausenbaum attended the meeting to discuss preliminary plans for the annual Veterans Day ceremony. It was agreed that this year’s ceremony will be held on Saturday, November 9<sup>th</sup> at 3 pm, with a weekend day chosen so more residents might attend. Veterans living in the subdivision will be contacted by Gary to encourage their participation in the event. Information about the event will be included in the October and November newsletters, potentially including recognition of resident veterans, a post card will be sent to residents, and a new banner advertising the event will be purchased and placed at the gate house on Red Oak Drive. CR agreed to prepare a sample postcard and distribute it to board members for review and comment. A motion was made by TSt, seconded by DL to authorize a budget of up to \$500 for the event. Following a brief discussion, the motion passed unanimously.

4. Officer Reports:

a. President: No report.

b. Vice President:

i. TB noted that additional efforts to locate possible encroachments of the nature trail into private property will be put on hold until cooler weather this fall.

- ii. TB noted that at the April meeting the Board decided that the Annual Meeting will be held approximately 2 weeks before the Fall Picnic and that the election of board members will occur by electronic vote prior to the Annual Meeting, while also allowing residents to vote at the meeting. TB suggested that the electronic voting process begin in early August to allow ample time for at least 50% of member households to respond with their vote before the Annual Meeting. It was agreed that TB will draft an email for PB to send to residents notifying them of the schedule for the Annual Meeting and the plans for an electronic vote to elect board members. CR will work with TB to prepare a draft of the proposed electronic ballot.
  - iii. TB noted that the board positions held by TB, TSh and TSt were up for election this year and that a slate of candidates to fill these positions need to be identified soon. It was agreed that the email to residents noted above should also seek to identify residents interested in serving on the board.
  - c. Secretary: No report.
  - d. Treasurer: Prior to the meeting TSh reported that all dues have been collected except for the dues from the property owner of the home under construction. TSh also reported that a total of three properties have been sold thus far in 2024.
5. Committee Reports:
- a. Architectural: TB reported that a replacement roof installation recently started without obtaining the required approvals and that the materials being used may not be in compliance with the roofing requirements. TB will monitor the situation and if there appears to be a violation of the roofing requirements he will send a letter to the resident outlining the non-conformance.
  - b. Family Programs and Social Events:
    - i. CR noted that details concerning the 4<sup>th</sup> of July parade will be outlined in the next newsletter and noted that plans for refreshments at the end of the parade are being finalized. JC will post signs at the entrances prior to the event.
    - ii. The Fall Picnic will be held on September 8<sup>th</sup> from 5 to 8 pm at the Knights of Columbus Park. CC will confirm the facility reservation and contact the same caterer used last year for pricing information. CR noted that children activities will be similar to last year's picnic. CR will prepare a sample postcard for the picnic and distribute it to board members for review and comment.
  - c. Maintenance:
    - i. TSt reported that the installation of new landscaping at the Elmridge / 70th Street entrance and at the area along Red Oak Drive at the storm channel fence is scheduled to occur the week of June 17<sup>th</sup>. TB will assist TSt in staking the locations of new plant materials.
    - ii. TSt reported that two oak trees planted last fall appear to have died. Since the trees are under warranty, TSt has contacted the nursery to arrange for replacements this fall.

- iii. TSt will obtain samples of signs to place along the nature trail warning users of possible hazards for board review with a goal of installing the signs this fall.
  - iv. TSt reported that irrigation for the urns at the main entrance monument signs were recently damaged by wildlife and since been repaired, and reported that repairs to the flag pole light fixture were recently made by Tom Strait at no cost to the Association.
  - v. TSt noted that the concrete pavement inside the Gate House was in disrepair and that plans to replace the concrete were under review.
- d. Restrictions Compliance:
- i. TB noted that there are a few homes in violation of restrictions on trash/recycling container storage and agreed to contact those residents to remind them of container storage requirements.
  - ii. TB noted that a few homes have signs in their yards in violation of subdivision deed restrictions which prohibit signs on private property. Board members agreed that TB should draft an email for PB to send to residents reminding them of yard sign restrictions and rules concerning political signs.
- e. Welcome: No report.
6. Other Items:
- a. CC noted that there was conflicting information for dates and times on the various signs advertising the June 6<sup>th</sup> through 8<sup>th</sup> garage sale. CR noted that she had observed a limited number of residents participating. TB suggested that a survey be sent to residents to determine the level of interest in holding future garage sales sponsored by the Association, seeking residents interested in championing the event, and requesting feedback on the preferred season and days of the week for future events. CR agreed to prepare a draft survey and distribute it for board members for review.
7. JC stated that no meeting will be held in July. The next meeting is scheduled for Tuesday, August 13<sup>th</sup> at 6:30 pm at the Monticello Library.
8. The meeting was adjourned at 7:51 pm.