

# OAKHURST COMMUNITY ASSOCIATION, INC.

## BOARD OF DIRECTORS MEETING ANNUAL / ELECTION MEETING

September 20, 1999 - 8:00 p.m. - at Oaks Recreational Club

### MEETING MINUTES

#### I. CALL ANNUAL MEETING TO ORDER / DECLARE QUORUM

The Monday, September 20, 1999 Annual Meeting of the Oakhurst Community Association (OCA) Board of Directors was called to order at 8:00 p.m. by President Jim Mulvoy, at the Oaks Recreational Club clubhouse. A quorum of the Board remained. Bill Poppe called the Roll of the voting representatives:

Neighborhood Representative	Representing	Neighborhood Representative	Representing
John Rahn	Ashbrook	Colleen McKinley	Summerfield
Absent	Aspen	Duane Pifko	The Woods
Tracey Herrick	Autumn Meadows	Melanie Weizeorick, President	Autumn Lakes Condo Assn.
Tim Loats	Breckenridge	Absent	Country Homes of Oakhurst Assn.
Donald Houck	Carriage Estates	Leigh Mull	Heather Glen Assn.
Doug Gienger	Inverness	Absent	Towns of Oakhurst Assn.
Bob Dixon	Mayfair	Absent	Towns of Oakhurst Condo Assn.
Wayne Johnson	Stanfield	Absent	Hunters Glen Apartments

#### II. PRESIDENT JIM MULVOY'S ADDRESS - "STATE OF THE ASSOCIATION"

Jim stated he felt it was appropriate to say a few words about where the Association is today. Since the transition with Aurora Venture (AV), and he has been around since that transition, a lot of things have happened. Several contracts have been established which never existed during the AV days. There have been a lot of checks and balances put into the system that never existed. The Board, working hard with the Property Manager and several residents, have been able to establish these guidelines and help the Association grow. So far, financially, we are in pretty good shape. Ron Papale mentioned the Reserve of roughly \$130,000.00. When the Association transitioned four years ago from AV, we had \$4,000.00 in Reserve, so there was virtually no money being put aside. It's been through the hard work of all the Boards, including this Board, to maintain our assessments of \$14.00, and build our Reserve at the same time. One decision that was made, our Reserve Study calls for far larger donations annually into our Reserves. We are typically putting in anywhere from \$25,000.00 to \$35,000.00 over the years. The decision was made by this Board and previous Boards, that it would be unfair to the residents to raise assessments to try and make up the shortfall at this time, based on the perceived sins of AV for not funding it in the first place. So we've done our best, and in doing so, we have accumulated this \$130,000.00, which is starting to get closer to where our position should be financially.

If you look at the things in a Community that would require replacement, aside from the Community Center and Pool, we're talking landscape maintenance, landscape replacements, and maintaining ornamental walls, and the Pavilion. We feel we are in a safe and good position with our present Reserves, provided we keep funding it with at least \$25,000.00 or

\$35,000.00 per year. In addition, in making that decision, we have also funded some contingencies for landscaping, and we've been doing replacement on an annual basis, instead of waiting for things to deteriorate to a point where it will cost larger money. So the contingencies have been covering our expenses, both in landscape and general maintenance, which we felt was more effective in maintaining our \$14.00 assessment. \$14.00 is something that should remain in place, and barring any disasters, there should be no reason to raise it. The Operating Fund has been sufficient. We have largely been within budget targets. Certain accounts have gone over, but overall, the budget has worked. There have been occasional water bills that have gone crazy, because of leaks. Budgeting was higher this year because we didn't know about the leak. So it helps in other areas, i.e., the web site, if the money is there. But the point is, we are very financially secure at this point, and there shouldn't be a need to make any recommendations for any change in that area. In the area of landscape and maintenance, with the help of MC Property again, and our landscape contract, we continue to save large amounts of money and get a higher degree of service from our landscaper. We are still looking at pricing with the landscaper that is roughly \$40,000.00 less than what AV was paying when they were running the association, and this was done through competitive bidding.

Compliance is an issue that everybody is always interested in. The new Board coming in will be facing decisions on how best to handle Compliance. To date, it's been handled through resident volunteer committees. This hasn't worked real well, because residents are not very comfortable in dealing with these issues, and it may be the best way to move the compliance issue to Property Manager, for example. Or they will need to have a volunteer at least from every subdivision to be part of that committee. Compliance needs to be dealt with, and anyone should be encouraged to get involved and learn what the standards mean and why they're in place.

The Modifications Committee is another group that is in need of volunteers. He encouraged a neighborhood-by-neighborhood involvement in the modifications process. Who better to decide what's acceptable in the neighborhood than the people who live in that area? It can be difficult, and there are always issues that are not covered by the standards. A committee environment is needed to make decisions.

We have made great strides in Recreational grounds, have finally gained control over the facilities. There were never any structured groups or contracts, soccer or otherwise, to use our facilities, and this has all been accomplished by the Board, and he would encourage this type of arrangement to keep moving in that direction, with the resident use first being the way to go. There have been issues that have come up regarding tennis courts, where tennis groups have asked residents to leave. This should never be the position of the Board in the future. Residents certainly have a right of first use. Our web site should provide great insight to what goes on in the Association behind the scenes. Communicating is one problem that this Board, and previous Boards, have had. It has been the last thing that there has been time for, considering the load to keep things running. But he encourages everyone to step to the plate and do a little bit, and this will make a tremendous difference for the Association. He intends to still attend the meetings and volunteer for some of the issues that he hasn't been able to personally accomplish. In closing, the challenge that faces the new Board is communication, and he hopes they can make some strides in that area. We're in great financial shape, there should be no need for any change in the assessments, and we have a good grasp of where we are, organizational-wise, management-wise and budgetary-wise.

### **III. OTHER DIRECTOR ADDRESSES OR OUTGOING COMMENTS**

**A. Bill Poppe, Secretary** - Bill commented on the arrangements with the taking of the meeting minutes. He thanked Karen Berry for her efforts and all the minutes that she has prepared. She transcribes the tapes, then e-mails the minutes to me, I review, prep it, and bring it to the Executive Meeting. I then make comments and correct them, and e-mail them to the Property Managers. So the Internet has really helped this to work very well, we have a very good arrangement. We have very professional minutes, and I appreciate having been a part of this.

**B. Ron Papale, Treasurer** - Ron stated that he had been frustrated when he joined the Board because of the enormous amount of unpaid assessments, accounts receivables. One of the things that has been a tremendous contribution to the community is the establishment of a strong, effective Collections Policy. He is paying his assessments on time, and you're paying yours, but if the person down the street does not, he is reaping the benefit of living in this Community, and there is a procedure in place now to go after him and get the money back, so that we're not stuck in the hole with budgetary issues. This has been a real big, positive leap forward. Finally, it has been a tremendous opportunity to work and serve with everyone here, and a great learning experience, and it will be sad to leave it, but I have a lot of things to do.

As a side note, Jim added that the Collections Policy that is in place has been very successful. We have collected all the funds we have gone after, and there have only been two or three occasions where the legal fees were not totally covered, and even in those cases we didn't lose more than \$100.00, so it certainly has been a good thing.

**C. Bob Nasenbeny, Recreation Chairman** - Bob did not have any recreation news, but gave an update on the development of the internet site for the Association. He announced that the web address for the Association is <http://www.oakhurstcommunity.org> and asked residents to access this site.

**D. Nick Furibondo, Director** - Nick stated that this is his second meeting as a Director, prior he was a Neighborhood Rep. He is happy to be part of the new Board.

#### **IV. OPENING STATEMENT ON ELECTION PROCEDURE**

Jim stated that, as stated in the previous letter, due to a lack of willing candidates, no balloting went out to the resident members for this election. Any resident present at tonight's meeting will have the opportunity to be nominated from the floor. They may nominate themselves or another candidate, and that candidate does not necessarily have to be present. Any person nominated must be a property owner in Oakhurst, though. If nominations aren't received from the floor this evening, then the two single-family candidates who have accepted their nominations, will by acclamation, become the new Board Members, filling the two single family positions. As far as the multi-family candidate positions, we did not receive nominations in that area, and it will be the new Board's responsibility to appoint, if there are no nominations from the floor. In addition to those two appointments, we also have a position for a one-year term that will also need to be appointed by the Board for a Director who resigned a month ago. Jim then opened the floor to nominations. The ballots will go to the Voting Representatives, and each will vote for two single-family members and two multi-family members, if we have any floor nominations. The multi-family member's votes will count as one vote, not 400, if there are 400 in the community. A question was asked, do the single-family vote for the multi-family. Jim answered yes, there was a time in Oakhurst when we first did the voting, where it was two separate votes, when single family voted and multi-family voted. Jim disagreed with that policy

and talked with the attorney about it, and he disagreed also. Jim felt that he knew people who lived in the multi-family community, and he wanted to have the right to vote for them if he chose, and vice versa. And this seems to be acceptable to everyone.

## **V. FLOOR NOMINATIONS**

Colleen McKinley, Single-Family Representative for Summerfield - nominated Kevin Suckow for the Board of Directors.

Jim asked if the two nominees who previously agreed to be candidates were present this evening. Jeanette Reida was present, but Robert Graham was not.

Tim Loats, Single-Family Representative for Breckenridge - nominated Sharon Colarusso for Single-Family representative.

A resident asked the question - if the multi-family homes have no nominees, can the single-family nominees take those positions. Jim answered no, there needs to be a balance. And this is something that can be looked at later on, if it turns out there truly is no one from the multi-family homes that is willing to get on this Board. At this time, there will be a quorum, but all four members will have to be here at every meeting to conduct business. A question was asked, was the one gentleman who resigned a multi-family? This is correct. So there are three multi-family positions and four single-family positions, based on the division in the Community. So the business will be conducted by four single-family Board Members. The terms for the Board of Directors is two years, and the two still remaining will have another year to go on their terms. The one appointment for multi-family will be for a year. The question was asked, what are the multi-family neighborhoods. They are Autumn Lakes Condominium Association, Country Homes of Oakhurst Association, Heather Glen Association, The Townes of Oakhurst Homeowners Association, The Townes of Oakhurst Condominium Association, and Hunters Glen Apartments. Jim commented that Hunters Glen isn't qualified to sit on the Board (not homeowners); they have their own management company and do not have a Board position.

Jim asked if there were any more nominations. With no further nominations, the next item on the Agenda is Candidate Forum.

## **VI. CANDIDATE FORUM**

Jim asked that any candidate who wished to address this group in any way, or hand out their biography, to do so.

Kevin Suckow, Nominee for Board of Directors - Kevin distributed his resume, and summarized his background for the group. He moved here in December of 1998 with his wife Wendy and daughter Sarah. They chose Summerfield subdivision. It has been a great experience so far, they have met a lot of great friends. He agrees with two of the issues that Jim brought up - communication and compliance, adding that he feels there is an intimidation factor, whereby certain residents use compliance as a means of intimidation in the neighborhoods, and feels this is really injuring communication. He feels this is due to a lack of communication, that people don't understand the rules. He would like an opportunity to work with the Association to promote a quality of living where we are not intimidated by neighbors and enjoy participating in community events. He feels that people need to understand the modifications process, and feels the web site will be great for streamlining the process. Kevin is employed by Microsoft Corporation as a Licensing Executive. He believes he can leverage his work experience to assist Oakhurst with balancing legal and business concerns with lifestyle needs and improving

the community. His main goal as a Board Member is to work together to make Oakhurst a place where all residents enjoy living here. He feels this goal can be accomplished by communication, fairness and participation from everyone, creating vehicles for residents to speak freely to the Association and neighbors, and promoting recreational programs to get people together in a positive and fun atmosphere.

There were no other nominees who wished to address the group.

**VII. ELECTION OF NEW BOARD MEMBERS BY REPRESENTATIVES**

At this time, Jim asked the candidates to step outside while the election process was held. Jim asked Michaelene for the ballots, and Michaelene conducted the balloting process.

**VIII. CLOSING STATEMENT ON TRANSFER PROCEDURE**

Jim announced the winners of the election. He stated, for the record, that the two newly elected Directors will be elected for a two-year term. The requirements will be to attend two meetings per month, one an Executive Meeting and the other the Board Meeting. This is negotiable among the Board Members themselves, but presently this is the practice.

Elected to the two-year term will be: Kevin Suckow (Summerfield) and Jeannette Reida (Inverness). Jim congratulated them. He noted to the new Directors that they must stay immediately after this evening's meeting to determine Officers. There are some banking signature cards which need to be signed, because the present signatures are retiring. He asked that they provide telephone numbers, fax numbers, etc., to the management company and to the other Directors, and determine what the date for the next Executive Meeting will be.

**IX. ADJOURNMENT OF ANNUAL MEETING**

Given that there was no further business to come before the Association, Jim entertained a motion to adjourn the Annual Meeting.

**MOTION:** Nick Furibondo moved to adjourn. Bob Nasenbeny seconded the motion.

**DISCUSSION:** None.

**VOTE:** Motion carried, 4-0.

Respectfully submitted,

Recording Secretary  
Karen Berry

Kevin Suckow, Secretary  
Oakhurst Community Association