

# **Oakwood Glen Homeowners Association**

## **Board of Directors Meeting**

### **June 18, 2013**

The meeting of the Board of Directors of Oakwood Glen Homeowners Association was held on June 18, 2013, at 7 p.m. at the clubhouse at 17902 Hawk Haven Lane.

#### **In Attendance:**

Board members in attendance were Gaynell Lira, Barbara Yates, Martha Buckner, Jim Alexander, Ken Foster, Greg Gillis and Janet Rolston. Management in attendance was Lee Waldheim.

#### **Call to order:**

Due notice of the meeting had been given and a quorum was present, the meeting was called to order at 7:02 p.m.

#### **Homeowners in attendance:**

There were nine homeowners in attendance.

#### **Approval of the Minutes:**

The board reviewed the minutes of the May 21, 2013, meeting. Jim Alexander made a motion to approve the minutes. Ken Foster seconded. The motion passed.

#### **Actions between meetings:**

There were no actions between meetings.

#### **Security report:**

Deputy Tomte gave the Security report. There was no discussion following the report.

#### **Old Business:**

*Rocks for marquee at Stuebner Airline marquee sign*

There was discussion of installing rocks to protect the marquee sign. No motion was made.

*Extra Security for Summer*

The board discussed a proposal to hire extra security patrols for the summer for 33 man hours (264 hours) at \$35/hour (\$9,240). Jim Alexander made a motion to accept the proposal. Gaynell Lira seconded. The motion passed.

*Concrete at fence line at front park*

Discussion was tabled.

*Audit Bids*

The board discussed proposals for an audit of the Association's 2012 financial records. Martha Buckner made a motion to accept a bid by Canady & Canady, P.C. for \$3,000 with additional expenses expected to be \$150. Greg Gillis seconded. The motion passed.

### *Building Repairs*

The board discussed structural repairs needed at the clubhouse. Options to repair the building structure include using posts in the clubhouse open area to support the roof frame or otherwise bracing the roof frame. Gaynell Lira made a motion to seek bids on repairing the building without using posts in the open area. Jim Alexander seconded. The motion passed. Action Property Management will pursue bids to repair the structure without installing posts in the open area.

### **Acknowledgement:**

The board acknowledged Girl Scout Troop 13370 for the work they did in repairing and cleaning the trash containers in the park area.

### **New Business:**

#### *Gate at front park*

The board discussed a project to install a wide gate at the tennis court. The project is out for bids. Further discussion was tabled until more information is presented.

#### *Report on tennis courts*

The board discussed repairs needed at the tennis court, including one new net, two cranks, two squeegees and the re-hanging of several screens. Janet Rolston made a motion to accept CL Sports proposal for the work at up to \$800 if the company would also re-hang the screens. Jim Alexander seconded. The motion passed.

#### *Report on repair of playground equipment*

The board discussed repairs needed at both the front and back playground sets, which includes repairs needed to all panels. The company which installed the playground sets, Total Recreation, still has both on file and will be submitting proposals on costs for repair and costs for replacement of both sets. Further discussion was tabled until more information is presented.

#### *Kiddie Litter for the playground equipment*

The board discussed an approximate price of \$30 per square yard for kiddie litter at the playgrounds. The landscape company will be contacted about installing it. Further discussion was tabled until more information is presented.

#### *Pool area*

The board discussed issues at the pool area. A sign in sheet will be used at the pool.

#### *Signs for pool area*

The board discussed no diving signs requested by the insurance inspector. Signs are present and the board believes the Association is in compliance. No motion was made.

#### *Walkway at clubhouse*

The board discussed a project to re-pave the walkway between the clubhouse and parking lot. Proposals were received from two contractors. Further discussion was tabled until after the repair work on the clubhouse is complete.

#### *Tennis Courts-electronics*

Discussion was tabled.

*Replacement of wood area of the sign at entrance to Oakwood Glen at Stuebner Airline*  
Discussion was tabled.

*Sheds to be torn down*

The board discussed proposals from Carlos to move the contents of Shed 1 to Shed 2 for \$675 and to tear down Shed 1 and use the wood from it to build shelves in Shed 2 for \$1,100. Jim Alexander made a motion to approve the proposals. Barbara Yates seconded. The motion passed.

*Tree in back park needs to be removed*

The board discussed having the company that trimmed the tree do the removal. Further discussion was tabled until more information is presented.

*Fire extinguishers in clubhouse building*

The board discussed a request by the insurance company to install fire extinguishers in the clubhouse. One extinguisher was in compliance and two had to be refilled. All extinguishers were mounted to be in line with insurance directive.

**2013 Budget**

The board discussed the 2013 budget presented by APM and Barbara Yates. Gaynell Lira made a motion to approve the budget with modifications to the 2013 Assessment income to reflect funds expected during the 2013 year. Jim Alexander seconded. The motion passed.

**July 4 Celebration**

Discussion was tabled in favor of working on future events.

**Executive session**

The board adjourned to executive session at 8:59 p.m.

**Adjournment**

The board adjourned from executive session at 9:50 p.m.

*Treasurer position*

Greg Gillis made a motion to remove Barbara Yates as treasurer. Martha Buckner seconded. The motion passed.

Greg Gillis made a motion to appoint Martha Buckner as treasurer. Gaynell Lira seconded. The motion passed.

*Credit card*

Gaynell Lira made a motion to cancel the current card and get a new one in the name of Jim Alexander with a limit of \$1,000. Greg Gillis seconded. The motion passed.

*Office locks*

Gaynell Lira made a motion to have the lock on the office door rekeyed. Jim Alexander seconded. The motion passed.

*Mail forwarding*

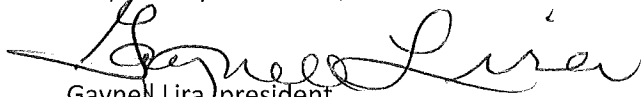
Gaynell Lira made a motion to have the mail and phones at the clubhouse forwarded to Action Property Management. Jim Alexander seconded. The motion passed.

Greg Gillis made a motion to adjourn the meeting. Jim Alexander seconded. The motion passed.

**Next meeting**

The next meeting of the Oakwood Glen Board of Directors is scheduled for July 16, 2013, at 7 p.m. at the clubhouse, 17902 Hawk Haven Lane.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gaynell Lira".

Gaynell Lira, president

Oakwood Glen Homeowners Association