

Oella Homeowner's Association (OHOA)
Regular Meeting of the Board of Directors
Westchester Community Center

November 12, 2007

Vice President Chris Innes called the meeting to order at 7:05 PM, pursuant to notice duly given. Board members present were Richard Gambrell, Larry Rodbard, Kathy Tompkins, Toni Mullin, Marcia Ames and Anne Altemus. Other members present were Mr. David Lychenheim, Mr. and Mrs. Bruce Elliott, and Mr. Paul Gerulaitis, Howard Property Management.

The October minutes were submitted previously via email to all board members prior to the meeting. Upon motion duly made by Vice President Innes and seconded by Director Richard Gambrell, it was unanimously resolved to accept the October minutes which will be posted to the OHOA website.

Property Management Discussion

Vice President Innes introduced Mr. Paul Gerulaitis of Howard Property Management. Mr. Gerulaitis addressed the board providing company background information (e.g. units managed, company size, years in business, etc.) and services provided to their clients. Vice President Innes allowed questions from the board members and several questions were raised concerning contractor relationship and pricing (no, contractor pricing follows procurement guidelines), previous experience working with a historic community (no), fees (fees are based upon services provided), company stability (yes, small company with low turnover), points of contact (each client receives a primary and secondary point of contact), communication services (provide website services), mailing services (offer mass mailing) and meeting space (offer meeting space but recommend finding other available meeting space for annual meeting). Board discussion ensued and Director Anne Altemus recommended that a Request for Proposal (RFP) be drafted indicating the services that the OHOA is requiring from a Property Management firm. All board members agreed to Director Altemus's recommendation and Treasurer Larry Rodbard mentioned that he wanted to research other Property Management firms. Vice President Innes asked Treasurer Rodbard and Director Altemus to work together on developing a draft RFP.

Treasurer's Report

Treasurer Rodbard presented the Treasurer's reported and reported no unusual activity to report. Treasurer Rodbard reviewed the proposed 2008 budget and indicated that there is a 10% across the board increase for all budget line items. The budget will be presented at the annual meeting and sent out to all members prior to the annual meeting.

Paving Update

Director Gambrill indicated that he has received 3 contractor estimates. The bids range in cost from \$10,000 up to \$25,000. The highest range includes repaving and resealing Long and Short Brick Rows, Reservoir Hill areas, replacing the curb at the top of the lot in Timber Point, and lining and numbering parking spaces. Treasurer Rodbard stated that there is \$40,000 available in the parking reserve budget to handle this expense.

Mill Liaison Discussion

Director Gambrill reported that he and Director Altemus had a pre-meeting with the Southern Management and presented a list of questions addressing lighting, security, pets, trash, and trail access. The point of contact for Southern Management is Ms. Pam Martin.

Annual OHOA Meeting Discussion

The annual OHOA meeting will be held on Monday, December 10 at 7:00 PM at the Westchester Community Center. Vice President Chris Innes asked each board member as to their term status:

Richard Gambrill (term ends 2009 and will continue)

Chris Innes (term ends 2009, reported that he will continue at the meeting. Resignation effective 12/31/2007 was submitted after the meeting in a separate email)

Larry Rodbard (term ends 2007 and will not continue)

Kathy Tompkins (term ends 2008 and will continue)

Toni Mullen (term ends 2007 and will run for re-election)

Anne Altemus (term ends 2007 and will run for re-election)

Marcia Ames (term ends 2009 and will continue)

Vice President Innes appointed Secretary Kathy Tompkins and Amanda Lauer form the nominating committee to come up with a potential list of board nominees and prepare the proxy and ballots to be distributed to all OHOA members.

Each residence will receive one ballot and proxy. The ballot and/or proxy must be postmarked by the date of the meeting and can be given to any board member or to the secretary. It was agreed upon at the meeting that the ballot results will not be announced during the meeting.

Also, each board nominee will be given a few minutes to speak at the meeting. Bios will need to be posted to the OHOA website.

New Business

Director Gambrill made a motion to seek legal advice on removing the Board from the 2004 ARC agreement and the motion was seconded by Director Marcia Ames. The motion was voted and approved by the board.

The meeting was adjourned at 9:12 PM.

Respectfully submitted,

Kathy Tompkins, Secretary

Chris Innes, Vice President