

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

July 14, 2008

President Steve Appler called the meeting to order at 7:05 PM, pursuant to notice duly given. Board members present were Marcia Ames, Toni Mullin, Kathy Tompkins, Joe Greer and Scott Hall. Other members in attendance included Ms. Amanda Lauer.

Minutes from the June 9th meeting were submitted previously via email and the draft minutes were posted on the OHOA website. Secretary Kathy Tompkins mentioned that she had received no changes to the minutes. Upon motion duly made by Vice President Anne Altemus and seconded by Director Joe Greer, the minutes from May 12th were unanimously approved. Secretary Tompkins will remove the draft watermark from the minutes and send the approved minutes for posting on the OHOA website.

Landscaping and Common Area

Director Toni Mullin provided the following status:

- Timber Point – Completed the perennial garden.
- Lillies Ln – Director Mullin asked Secretary Tompkins if the crepe myrtle had been planted at the corner of Lillies Ln and she reported that the tree had not been planted. President Appler will follow-up with the nursery concerning the status of planting the tree.
- Pleasant Hill – Sent an email to the resident on Pleasant Hill concerning moving the trees and has not received a response back.
- Lillies Ln Parking Pad – Received 2 proposals for placing green pavers in the parking area. Before any decision can be made, the Board needs to wait for the reserve numbers before deciding on the course of action.

Treasurer's Report

Treasurer Scott Hall provided the following status:

- \$75,000 is the parking reserve account.
- Membership Dues – Treasurer Hall reported that 20% of the members are past due; at least one month past their due date. He mentioned that the dues are due upon receipt of the invoice, not 30 days after. Treasurer Hall provided a status on the following properties:
 - 604 Pleasant Hill – In the process of being garnished. The 2007 dues have not been paid and 2008 dues are \$851.81 in arrears.
 - 745 Oella – The amount in arrears is \$403.76.
 - 937 Oella – The entire amount in arrears, \$1218.04, was written off as a result of the foreclosure.

- 780 Oella – Follow-up with the resident concerning dues.

Treasurer Hall indicated that he will follow-up with those members whose dues are past due with a polite phone call and then take necessary action by sending out a certified letter requesting payment for the past dues.

- A request was made by Director Mullin to break down the landscaping expenses to a more detailed line item expense. She would like to see Neighborhood Lawn Care and Scientific Plant Service combined. All other landscaping expenses could be shown under Landscaping/Other. This is an action item for Treasurer Hall to have this completed.
- Recommended that a readable plat be available to the members and posted on the website. This is an action item for President Appler to have this completed.
- Answered a question from a board member concerning payment of dues. Treasurer Hall stated that payment of dues are upon receipt of invoice and are to be remitted to CHY Associates in Columbia, MD.
- Reported that monthly AR statements will be distributed next month.
- Reported that overall we are in good financial standing at this time.

Mill Liaison

Vice President Altemus provided the following status:

- SMC as “associate” members of HOA – There is nothing to report. This item should remain on the agenda.
- Trail Connection – Need to investigate OHOA’s liability concerning Mill residents walking on OHOA property. Liability insurance may need to be increased and reimbursement of premium needs to be considered.

Old Business

- CCR/ARC Task Force - There is nothing to report.
- Parking Hangar Policy - Director Mullin proposed that the towing company be the first point of contact and the second point of contact would be a list of board members to be contacted until a property management company takes over that responsibility.
- Pleasant Hill Survey Results – Treasurer Hall reported that a third of the recipients (6-2) voted in favor of only having tick marks to mark the spaces rather than having numbered spaces.
- Property Management Bids – One of the companies that is being considered, Tidewater, has additional questions that need to be answered by the board. It was decided that the board will limit the bids to 4 companies for consideration.
- Drainage from Mary Jo Way to Short Brick Row – President Appler reported that an engineer is needed to determine how to control the water flow.
- Estimate of Reserves to Determine Paving Needs – President Appler reported that a spreadsheet is needed to determine current paving needs and to determine reserves that will be needed for future paving. He wants the board to approve the necessary funds (\$15 per hour not to exceed 16 hours) to develop the spreadsheet. Vice

President Altemus made a motion on the floor to approve the funds as requested by President Appler. The motion was seconded by Director Mullin. The floor was open for discussion and there was no discussion. The vote was taken and the motion was approved unanimously.

- Lighting Behind Short Brick Row – President Appler reported that he needs to contact Mr. Joe Jones before proceeding.
- Animal Control – A letter needs to be sent to the homeowner of 770 Oella concerning an unleashed dog and dog poop.
- Drainage at Lillies Ln Speed Bump – Our landscaper has not gotten back to the board concerning this ongoing problem.

New Business

- Pleasant Hill Parking – A resident, Mr. David Weeks, has reported an issue with the parking on Pleasant Hill. It was decided that additional information is required before the board can accurately assess the situation. Treasurer Hall will follow-up with the resident and report back at the next board meeting.
- Pleasant Hill Roof Repair – President Appler reported that he received a letter from the resident on 736 Pleasant Hill suggested that all residents should replace the entire roof with matching or compatible asphalt shingle roofing at the same time. President Appler replied that he will respond back to her stating that it is a good idea but the board has no authority and that the neighbors should get together on their own and work with each other.
- Cell Phone Access – President Appler reported that the board received an email from a resident concerning the bad cell reception in Oella.
- Paving Needs from Walkthrough – It was determined from the board walkthrough that the following areas in priority order need to be addressed: Reservoir Hill (steep incline with curb), Pleasant Hill and Behind Short Brick Row and Long Brick Row.
- Vice President Altemus reported that there was a vacancy on the board left open by the resignation of Mr. Richard Gambrill. Vice President Altemus placed into nomination Ms. Amanda Lauer to serve in Mr. Gambrills vacant position until term end which is December 2008. The nomination was seconded by Director Joe Greer. The floor was open to discussion. After much decision, the vote was taken and the motion was approved unanimously.

The next meeting date is August 25, 2008 at 7:00 PM in the Westchester Community Center.

The meeting was adjourned at 8:44 PM.

Respectfully submitted,

Kathy Tompkins, Secretary

Steve Appler, President