

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

February 21, 2011

President Raina Rath called the meeting to order at 7:05 PM, pursuant to notice duly given. Board members present were Marcia Ames, Bruce Elliott, Daniel Hood, and Anne Altemus. Director Lauer arrived during the course of the meeting.

Director Shari Youngblood submitted her resignation following the January Board meeting to devote more time to personal and professional matters. On behalf of the community, the Board extends its thanks to Shari for her service as Secretary during her tenure on the Board.

Member Henry Berger was also in attendance.

The January minutes were submitted previously via email to all board members prior to the meeting. No changes were necessary and the minutes were unanimously approved.

**Treasurer's Report:**

In Treasurer Hall's absence, President Rath reported on the Association's finances based on the monthly management report provided by ACM. The impact of cutbacks to operating costs has had a significantly positive impact on the Association's financial status. Total Liability & Equity as reported is \$86, 427.29.

**Architecture Review Committee (ARC) Report:**

Director Ames reported that there were no new requests submitted for review by the Committee. The ARC sent a letter of rejection to the homeowner of 760 Oella who had submitted a retroactive request to the ARC for permission to install replacement windows. The homeowner has been advised by the ARC that an appeal process exists and a hearing to review the matter with the Board can be requested.

**Landscaping, Snow Removal and Common Areas Report:**

Director Lauer is currently working to identify a Co-Chair for the Landscaping Committee to assist with the ongoing and extensive work required to organize and maintain the landscaped areas throughout the Community. She also reported that a resident had recently volunteered many hours to chop and clear invasive box elders that are growing behind Long Brick Row and along the mill race trail. A request by the homeowners for HOA assistance to remove a tree limb which had fallen during a storm was received.

**Board Action Items from ACM Management Report**

Given the contractual modifications between the OHA and ACM in an effort to reduce management fees in FY2011, this agenda item no longer applies.

**Old Business:**

**1.) Guidelines Approval Status:**

Director Hood reported that he had contacted Charles Wagandt on Friday, February 18 to inquire about the outstanding approval of the Guidelines Document. Mr. Wagandt committed to signing the document and delivering it within the next five days.

**2.) Status of HOA/Drehoff mediation:**

President Rath reported she has received no response to multiple requests to schedule the mediation with the mediation company identified by the homeowner.

**3.) Parking:**

As the matter of parking for Long and Short Brick Row has been under review by the Board and the Association's legal counsel for several months, the Board will draft a letter for review at the next meeting to be sent to all homeowners to advise on recent findings that affect the current parking policy for homeowners who park in common areas throughout the Association. A revised parking policy will be required to comply with existing amendments to the CCRs, or "blue book."

**4.) Terms of Office for Board members:**

As had been approved by unanimous vote at the January meeting of the Board, the board seats have been re-set to provide a more equitable distribution of available offices at annual elections. Given the resignation of Shari Youngblood, Director Elliott made a motion to re-set the term of the vacant seat to end in 2011, and re-set Director Hood's seat to end in 2013. Director Ames seconded the motion and it was unanimously approved.

**5.) Status of ARC violation/appeal (regarding window installation at 760 Oella Ave.)**

See ARC Committee report, above.

**New Business:**

**1.) Annual Meeting Minutes**

The Board has received a request to post the 2010 Annual Meeting of the OHA held in November 2010. Previous annual meeting minutes were reviewed and approved at the subsequent annual meeting of the Association. The Board will inquire with legal counsel with a proposed option to provide a summary review of annual meeting topics and discussions as a means to inform homeowners unable to attend.

**2.) Account Appeal (730 Pleasant Hill)**

The Board is in receipt of a written appeal from the homeowner at 730 Pleasant Hill in response charges assigned for the removal of the homeowners' bulk items stored on an OHA common area. Numerous requests to the homeowner to remove the items prior to the assigned charges when unanswered and the items remained in violation. The Board declined the appeal and a letter will be sent by ACM on behalf of the Board.

**3.) Proposal from Oella Co. (regarding parking for 781 Oella Ave.)**

The Board is in receipt of a letter from Charles Wagandt, submitted via email on February 15, 2011 regarding the parking issues relating to his property at 781 Oella Avenue and the January 16, 2011 meeting held onsite to discuss the same with Directors Elliott, Youngblood, Altemus and homeowner Sue Waterman. The letter proposed solutions for the Board's consideration to allow 781 Oella Avenue to park in the Short Brick Row. The Board will send a letter of reply to Mr. Wagandt stating that current Blue Book Guidelines do not provide the Board the authority to accommodate his request, as parking for 781 was assigned to the Pleasant Hill plat at the time of development.

**4.) Resident request for advanced copy of Guidelines draft**

The Board is in receipt of an email request from homeowner David Lychenheim to review the procedural accuracy of the development and implementation of the Architectural Guidelines and transfer. As the transfer agreement had been reviewed by legal counsel prior to signature, the Board concludes the process can proceed to conclusion.

**5.) Resident complaint regarding parking**

Both the Board and ACM are in receipt of a letters from the homeowner at 778 Oella Avenue concerning non-resident vehicles parking in 778's assigned parking space. Commercial vehicles currently working at 781 Oella have been parking in her space on a regular basis for several weeks. The Board will draft a letter to the owner of 781 on the matter.

**6.) Herring Hill – resident inquiry**

Resident Henry Berger requested the Board's clarification on any existing parking policies or guidelines in effect behind Herring Hill. The Board reported that there is no assigned parking in the parking lot behind Herring Hill, and all spots are available to all residents.

**7.) Election of Officer/Secretary**

With the resignation of Shari Youngblood from the Board, the position of Secretary is vacant. Director Hood made a motion to appoint Amanda Lauer as Secretary of the OHA, effective immediately. Director Ames seconded the motion and it was unanimously approved.

**8.) OHA Website**

Director Hood reported that the OHA web site has moved to a new hosting company, GoDaddy.com.

The meeting was adjourned at 8:50 PM.