

OAKWOOD MANOR HOMEOWNER'S ASSOCIATION  
MINUTES OF NOVEMBER 17, 2009 BOARD MEETING

The meeting was called to order at 7:00 P.M. President Lavezzo asked for a moment of silence to pray for the sick, those who have passed away and mostly to give thanks for our blessings.

Roll was called. There were eight (8) members present with Nancy Kraus absent.

A motion was made by Bill Laymon to waive the reading of the October 27, 2009 meeting with a second by Frank Dawes. John Lavezzo made some corrections to the minutes. The minutes were then unanimously passed.

Frank Dawes - Treasurer - In October we had an Operating Income of \$78,502, Operating Expenses of \$79,689 with Operating Loss for the month of \$1,187. Year-to-date Operating Income was \$785,261 and Operating Expenses of \$787,712 resulting in an Operating Loss year to date of \$2,451. Our month end Cash balances were Operating \$24,626 and the Replacement Fund \$622,223. Our Notes Payable entry/exit balance was \$676,361 and Notes Receivable from owners of \$60,362. No additions to Fixed Assets for the month of October.

Bill Laymon - Vice President - No report.

Howard Orth - Assistant Treasurer - Additional income in sales commissions from real estate of \$5,500 which was absorbed by the trimming of the oak trees and additional maintenance of lights, installation of kitchen cleanout, purchase of hand-held gas saw and fence for hiding the pump from the pond. Also had contract labor for the new office employee. Had reduction in payroll as Dean has resigned from Oakwood Manor. Howard feels that 2009 looks very good.

Charlotte Akers - Secretary - Thanked the volunteers for their work on the November 3 mail-out. There will be a second mail-out in December again requiring the help of volunteers. Those planning to be candidates for the Board of Directors need to turn in their intent forms and resumes/candidate information sheets by December 4, 2009 by 4:00 p.m.

Bill Laymon introduced Skip Mann for the real estate report. Sales to date \$1,122,900.00, sales commissions year to date \$28,077.75, 5 units sales pending \$352,500.00, sales commission to HOA \$7,931.25, total sales pending \$1,475,400.00, total sales commission to HOA \$36,009.00. There are 19 units under rental agreement. The small upstairs apartment is available to be rented. Large apartment is rented.

MINUTES, BOARD OF DIRECTORS

November 17, 2009

Page 2

Lois Charen - Social - There will be a social committee meeting November 25 at 1:00 p.m. One of the topics of the meeting will be replacement or repair of the cabinets in the kitchen. John Clarified that the Board has not approved expenditure for the cabinets. There are still Oakwood Manor telephone books available to be picked up. She also announced that she will run again for the Board of Directors.

Dick Potts - Grounds and Maintenance - no report at this time.

Bill Leonhard - No report.

Jewell Riggs - Manager - Jewell reported on the vehicles stolen from the park and requested that all residents come into the office with current license plate numbers and type of vehicle owned. If you need to install a window-type air conditioner in your home, it needs to be approved by management. If you have vendors coming in, please call the office for vendor number to be used for them to enter the front gate. Please install lights on your bikes so you can be seen at night and wear light clothing. Regarding the price of ads in the Acorn, the business card size for 6 months is \$150 and 1 year is \$200, ¼ page for 6 months is \$200 and a year is \$400. The annual meeting of January 18 will not be televised as we need 325 votes either by attendance or by proxy. Please try to get proxies from neighbors that cannot attend. Important dates to be aware of are Candidate Night of January 5, Annual Meeting January 18 and Organizational Meeting on January 20 at 1:00 to elect officers and directors. If you cannot find your voter card, stop by the park office to have a new one issued as you will need this for the Annual Meeting. Please move hoses before mowers come. Please pressure clean your home if needed. Pick up fruit from fruit trees to keep down odor and rat infestation. Keep water meters cleaned off so they can be read. Keep wiring around air conditioner, telephone and cable clear from growth so they are not cut by lawn service.

OLD BUSINESS

John Lavezzo - President - At the Annual meeting on January 18, 2010 we need 325 members or proxies in order to have a quorum. This is important in order to do the necessary business of the Board. He announced that he still has not made up his mind whether he will run again for the Board and encouraged others to consider running. John

MINUTES, BOARD OF DIRECTORS

November 17, 2009

Page 3

addressed the proposed budget for 2010 and Frank Dawes made a motion that the 2010 budget be accepted, seconded by Bill Laymon. John opened the discussion to the floor of which there was none. The motion was voted on and unanimously passed by the board.

NEW BUSINESS

Security - Bill Laymon suggested for security purposes that all cars and homes be locked, bikes be put away at night, turn on porch lights, add lighting and motion detectors to your home. Most of all, be alert.

Dick Potts - The screen in the guard house that monitors the new gate has been repositioned for better visibility. Additional lights at the back gate area are being considered. He went over the various lighting options we have had in the past and feels that the lighting we have now is adequate. If you want more lighting on your carport you can turn your light on at night, install motion detectors or solar spotlights requiring no electricity. John added that it is important for residents to communicate with the front gate letting them know you are expecting visitors.

John Lavezzo gave a visual of how the arm gates work. The gate goes up for the first car and the second car needs to wait for the gate to reset itself before clicking your remote.

Comments from the floor - Terry Beyer (K-03) spoke of lights being on while it is light outside. Jewell explained that sensors are being replaced on lights around the pool and common areas. Dick Potts added that the light poles on the streets are billed at a flat rate regardless of time used.

Bill Laymon motioned to adjourn, seconded by Frank Dawes.

Respectfully submitted,

Charlotte Akers, Secretary