

# **Okehocking Hills Civic Association General Meeting and Election**

October 16, 2018, 7:00PM  
Edgmont Township Building

## **1) Introduction**

- a) Mark Wise opened the meeting.
- b) Board Members in attendance were Mark Wise, President; Steve Brook, Vice President; Katie Knee, Vice President; Eric Asalone, Treasurer; and Annie Thorne, Secretary.

## **2) Budget and Financial Update**

- a) Treasurer's Report
  - i) Eric Asalone reviewed the current financials, including year to date and rolling 12 months income/expense comparisons. See last page for a copy of these reports.
  - ii) A CPA conducted a year-end audit of the Association's 2017 financial records.
- b) Budget Summary
  - i) Budgeted 2019 Expenses include:
    - (1) Improving entrance beds (*See Landscaping for details.*)
    - (2) Basic Clean Up (*See Landscaping for details.*)
    - (3) Funding for refreshments at future annual meetings
  - ii) Prior to decisions made during the Meeting, the 2018 year-end projected account balance is \$12,766. The 2019 year-end projected balance is \$12,826, leaving a budgeted surplus of \$60.
    - (1) Revisions will be made based on decisions/recommendations from the meeting
- c) **Motion: Budget \$500 annually for entertainment expenses for the good of the neighborhood.**
  - i) This motion passed unanimously.
  - ii) Association funding can be used for expenses like porta potties or movie screen rental for events that benefit (and are open to) everyone in the neighborhood.

## **3) Landscaping**

- a) In some homeowners' opinions, the landscaper has been doing a poor job of maintaining the area around the Nicole basin and the cut-back towards the top of Nicole.
- b) Moving forward, the Board will focus on:
  - i) **Improved regular lawn maintenance**, including a mowed path around the Nicole basic and better maintenance of the cut back.
  - ii) **Front entrance beds**, including seasonal clean up, annuals, mulch, and potentially a bigger plan for perennials. Also to include possible sign clean up.
  - iii) **Basin clean up** in the Nicole Basin, including clearing debris out of basin and cutting down trees in the basin.
  - iv) **Future considerations**, including weed suppression along curbs.

#### 4) Covenants and Restrictions

##### a) Enforcement

- i) Neighbors who have a concern about a specific violation that is visible from the street can contact the Board privately via email. The Board will then take steps such as posting a reminder on Facebook or contacting the homeowner in violation privately by mail.
- ii) The Board will act to facilitate communication and awareness of the Covenants. It is not the intent of the Board to seek out violations. If a violation cannot be seen from the street, the issue will need to be resolved between homeowners.
- iii) At the Annual Meeting, concern was expressed about a specific violation which is visible from the street. The Board will draft a letter to the homeowner on behalf of the Association in an attempt to find a resolution with the homeowner.

##### b) Amendments and Expiration

##### i) Amendments

- (1) **Motion: Update the Covenants and Restrictions so that the document can be amended using the same methodology described in Article XVII, Section 1 of the By-Laws.**

(a) This motion passed unanimously.

(b) Article XVII, Section 1 of the By-Laws states:

*“These By-Laws may be amended at a regular or special meeting of the members of the Association upon proper motion and subject to a majority vote of the members of the Association.”*

(c) Prior to this, the Covenants had no guidelines stating how the document should be updated or amended.

##### ii) Expiration

- (1) Unless renewed by a majority of homeowners, the Covenants and Restrictions will expire 40 years after adoption, in May 2021.
- (2) The Board will plan to ensure the Covenants are extended for an additional 10 years, as per the Covenant guidelines

##### c) Committee Needed

- i) Homeowners interested in updating the Restrictions and preparing them for potential renewal in 2021 should form a committee to do so.
- ii) The paper mailing that will be sent out following the Annual Meeting will include a request for interested homeowners to form this committee.

#### 5) Election for Open Board Positions (Vice Presidents)

- a) The current terms of both Vice Presidents expire on October 31<sup>st</sup>. Vice presidents are elected for two year terms.
- b) Mark Wise thanked outgoing VPs Steve Brook and Katie Knee, and welcomed new VPs Leslie Petruzzi (Beverly Lane) and Roe Mizas (Minquas Circle).

## **6) Events**

- a) Bonfire: October 20<sup>th</sup> 3-9PM
  - i) Discussed safety for kids (flags) and fire (extinguishers, water)
  - ii) Porta Potty this year
- b) Halloween Trick or Treat Hayride
  - i) Request to advertise this better this year.
  - ii) Steve DeMarco has the tractor so will set the final details.
- c) Christmas Dinner
  - i) Date TBD. A poll will go out on Facebook with a few dates to choose from.
- d) Possible Future Events
  - i) Movie Night in the open lot; grandchildren invited too.
  - ii) Feel free to contact the Board with any ideas for community events

## **7) Speeding**

- a) Speeding cars in the neighborhood is still a problem. A neighbor's efforts last year to get a stop sign, speed bumps, or other traffic control measures was not approved by the township.
- b) Options moving forward:
  - i) Radar Sign – will ask the township (and state police) if this can be installed in the neighborhood again.
  - ii) State Police – will ask Trooper Greene if a car can sit in Minquas, Tomahawk, or the bonfire lot.
  - iii) The Association will purchase 2 little yellow “slow” men and two plastic ground stake signs saying “slow” (or similar) to rotate around the neighborhood. Good locations to start are in the area of 1040/1045 Beverly and at the bottom of the Nicole hill.

## **8) Adjournment**

Respectfully submitted,

Annie Thorne, Secretary

# Okehocking Hills Civic Association Financials

As of 9/30/18

YEAR TO DATE			
Income/Expense Comparison by Category			
Category	1/1/2017-9/30/2017	1/1/2018-9/30/2018	Amount Difference
<b>INCOME</b>			
homeowner dues	\$ 8,371	\$ 7,525	\$ (846)
<b>TOTAL INCOME</b>	<b>8,371</b>	<b>7,525</b>	<b>-846</b>
<b>EXPENSES</b>			
Accounting Fees	0	100	-100
Insurance	650	650	0
landscaping			
landscaping:entrance beds	1,909	695	1,214
landscaping:grass cutting	2,083	2,210	-127
<b>TOTAL landscaping</b>	<b>3,992</b>	<b>2,905</b>	<b>1,087</b>
member communications			
member communications:website	18	18	0
<b>TOTAL member communications</b>	<b>18</b>	<b>18</b>	<b>0</b>
Postage and Delivery	7	0	7
Postage Box Rental	88	112	-24
<b>TOTAL EXPENSES</b>	<b>\$ 4,755</b>	<b>\$ 3,785</b>	<b>\$ 970</b>
<b>OVERALL TOTAL</b>	<b>\$ 3,616</b>	<b>\$ 3,740</b>	<b>\$ 124</b>

ROLLING 12 MONTHS			
Income/Expense Comparison by Category			
Category	10/1/2016-9/30/2017	10/1/2017-9/30/2018	Amount Difference
<b>INCOME</b>			
homeowner dues	\$ 8,838	\$ 7,995	\$ (843)
<b>TOTAL INCOME</b>	<b>8,838</b>	<b>7,995</b>	<b>-843</b>
<b>EXPENSES</b>			
Accounting Fees	0	100	-100
Insurance	650	650	0
landscaping			
landscaping:entrance beds	1,909	915	994
landscaping:grass cutting	3,366	3,403	-37
<b>TOTAL landscaping</b>	<b>5,275</b>	<b>4,318</b>	<b>957</b>
member communications			
member communications:website	36	18	18
<b>TOTAL member communications</b>	<b>36</b>	<b>18</b>	<b>18</b>
Postage and Delivery	54	0	54
Postage Box Rental	88	112	-24
<b>TOTAL EXPENSES</b>	<b>\$ 6,103</b>	<b>\$ 5,198</b>	<b>\$ 905</b>
<b>OVERALL TOTAL</b>	<b>\$ 2,735</b>	<b>\$ 2,798</b>	<b>\$ 63</b>

Account Balances	
9/30/17	9/30/18
\$ 10,953	\$ 13,751