

**Okehocking Hills Civic Association**  
**Board Meeting Agenda**  
April 27, 2019, 2:00PM  
Beverly Lane

**1) Introduction**

- a) Mark Wise opened the meeting. In attendance were Mark Wise, Eric Asalone, Roe Mizas, Leslie Petruzzi and Annie Thorne.
- b) Minutes from the 10/16/18 meeting were accepted.

**2) Landscaping**

- a) Neighborhood Entrance
  - i) Plantings
    - (1) The Board met at the entrance to review and agree on Turchiarolo's plan.
    - (2) The Board will meet again to review the quote after 4/30.
  - ii) Signage – Refurbish vs. replace?
    - (1) Roe will contact a few companies including the company that last refurbished the sign (Woodmasters)
    - (2) The Board will wait to see the plantings quote before making a decision as to how to proceed on the signs.
    - (3) If we decide to move forward, Annie will post a message on Facebook soliciting input:
      - (a) *The Association is looking into refurbishing or replacing the signs at the entrance to the neighborhood. If you have any suggestions regarding potential vendors or design ideas (including photos), please feel free to email them to the Board at [okhills.hoa@gmail.com](mailto:okhills.hoa@gmail.com).*
- b) Retention Basin on Nicole Drive
  - i) Following a walk around the basin, the Board agreed that Roe will ask Turchiarolo to mow up to the very edge of the basin and continue to keep the path around the basin open by mowing.
  - ii) If neighbors wish to further cut back the basin area themselves they are welcome to do so.
- c) Mowing – Remains at \$85/cut.

**3) Financial**

- a) Fiscal Year vs. Dues Year
  - i) **Motion: The Association will adopt the following schedules for fiscal reporting and annual assessment (dues) collection:**
    - **Fiscal Year: January 1 – December 31**
    - **Dues Year: July 1 – June 30<sup>th</sup> (to be noted on future 5407 Resale Certificates)**
    - **Dues Notices to be dated June 1<sup>st</sup> with a due date of July 1<sup>st</sup>.**
  - (1) This motion passed unanimously.
- b) 2019 Dues Notices
  - i) Dues will remain at \$150 per household for the 7/1/19-6/30/20 dues year.

- ii) The dues invoice will be accompanied by a second page outlining the current Covenants and Restrictions and soliciting neighborhood input on reviewing, revising and renewing the Covenants and Restrictions. (See below). Leslie will draft this page.
- c) Review of 2018
  - i) A formal audit was completed for 2017 but has not been done for 2018. The Board discussed that paying a CPA to audit the Association's books every year seems unnecessary given the very small number of transactions. It was suggested that it may be sensible to revise the By-Laws to require an internal audit and/or a third party audit every 3 years rather than yearly.
- d) Review of 2019 Budget
  - i) See budget, attached. Exact landscaping budget is unknown until Turchiarolo's quote for entrance bed plantings is received.

#### **4) Covenants and Restrictions**

- a) Enforcement:
  - i) Mark will ask the township for guidance on how to proceed with out of compliance homeowners.
  - ii) The Board will then regroup and send a certified letter to the homeowner currently in violation of the Covenants.
- b) Revision
  - i) Another call for a committee will be included with dues notice. A specific meeting date will be included in this notice. Notice to be drafted by Leslie.
  - ii) Potential revisions for further discussion by the committee include:
    - (1) Revising yearly third party audit requirement (see above).
    - (2) Consider adding time restrictions on mowing on Sunday evenings.
- c) Renewal
  - i) Expires 5/21/21 – Requires majority vote of members to continue and extend for 10 years.

#### **5) Speeding**

- a) No anonymous complaints received thus far
- b) Association Installed / Funded Signs are now in place

#### **6) Adjournment**

Respectfully submitted,

Annie Thorne, Secretary