

12 Oaks HOA board meeting

(May Meeting-2023)

5.9.2023

Attendance	Yes / No
Kenny Stout	Yes / No
Brian Anderson	Yes / No
Mike O'Neill	Yes / No
James Hamilton	Yes / No
Jack Catlin	Yes / No
Mike Wilson	Yes / No
Brian Sanders	Yes / No
Mike Kaufman	Yes / No
Raymon Whittington	Yes / No

Meeting commenced: 7pm; Motion-Brian Sanders; 2nd James Hamilton
Agenda items:

1. Financial update – Rocket

Balance April 30th	\$178,715.26
May Bills	\$2,869.66
Past Dues/Liens	\$0.00
Collected	
Dues Collected in	2
May	
Total Dues	\$530.00
Collected	
May Interest	\$0.00
Balance May 31st	\$176,375.60
Capital Projects	\$124,728.67
Balance	
Working Balance	\$51,646.93

It was noted that there are 19 homeowners with unpaid dues. Mike Wilson will provide the list of the 19. Rocket will print and deliver letters with a June 30th deadline. Additional discussion on the online options for future years. Rocket agreed to investigate costs associated with online payment of dues.

2. Complaints Since Last Meeting – Brian A
It was noted that there were none since the last meeting. Brian Anderson to create a new complaint process that will confidentially distribute each incoming complaint to the board so the resolution/action process can be handled in a more streamlined manner. The goal is to have the new process linked from the Web site. There were also intentions of adding a suggestion box.
3. Front entrance **status Update** – Mike O
There was an extended discussion. Highlights are below.
 - Pictures shared with Board and attendees
 - Budget only sufficient for the Front Entrance
 - Budget includes new energy efficient lighting
 - Landscape will be scaled back to enhance visual impact and help
 - reduce maintenance expenses
 - Timeline is not yet firm as quotes are still being requested and evaluated

4. Additional topics:

- Landscape Maintenance -A third year arrangement has been made with Red Arrow for landscape maintenance. A new bid process will be required for subsequent years.
- Email correction requested for Jack Catlin – Please delete the additional ‘i’ after Cat.
- Meeting minutes need to be published as quickly as possible following a Board meeting. The Secretary was provided the Web Site contact to assist in the process
- New Homeowner communication strategies were discussed. In the past, Mile Wilson worked on this. No decisions or action items were made.
- A list of upcoming events and costs were discussed. The events are listed below. It was noted that last year \$1200 was budgeted for these events.
 - Yard Sale
 - 4th of July
 - Fall Festival
 - Cookies with Santa
- Near the end of the meeting there was a motion to increase the budget from \$1200 to \$1500. The motion was made by Mike K. and seconded by Rusty W. The motion passed by unanimous vote.
- Email correction requested for Jack Catlin – Please delete the additional ‘i’ after Cat.

5. Spring Maintenance of yards, etc.

- Mailboxes require ‘Dark Hunter Green’. All other colors are not appropriate
- If welding is required to restore a mailbox, Scott Carnes can assist for a small fee

6. Entrance Sign Updates

- Brian Sanders agreed to update the sign for the upcoming Yard Sale.

7. Process Improvement discussion

- A possible update of the Directory was discussed.

8. Tentative dates for net meeting were discussed however no decisions were made beyond July.

- 2nd Monday in July
- September
- November

9. Meeting adjourned: _8:10pm; Motion-Mike O. 2nd: _Jack C

Closed session? None