

Oak Point II Townhouse Association  
Annual Membership Meeting - April 9, 2022  
1:00 Holiday Island Clubhouse

## **PROPOSED MINUTES**

The Oak Point II Townhouse Association gathered for their Annual Membership Meeting on this date with the following members present: Mike Chitwood, Anita Augustine, Brent Wendling, Brigitte Harris, Richard and Sharon Burris, Brandon and Pepsi White, Wanda Dowd, John Brodie, Linda Harris, Wanda Sills, Pam and Bob Dimski, Tom and Necia Miller, Bill and Mary Ruby, Carolejean and Don Reynolds, Brad and Mattie McClenny, Sarah Larson, Mary Hyde and Jill Fischer, Bobby and Rhonda Hightower, Roger and Debbie Miner, and Dottie Hill. The following members were accounted present through Proxy Assignment: Dani Joy, Joseph Joy, Kathleen Winkleman, Michael Moore, Jim and Diane Doersam, and Chris Bahr.

A quorum was established by the above 26 properties being represented in person or by Proxy, exceeding the necessary requirement of 17. Three absentee ballots were also received for the meeting. Many thanks to everyone who made this a successful and productive Membership Meeting.

The meeting was called to order by Roger Miner, Treasurer. He informed the Members that he had also been serving in the role of President due to the resignation of Daniece Lyon this past fall. As such, he explained that he would be officiating the meeting.

### **President's Report**

Roger summarized the state of the Association's business affairs since the time of the last Membership Meeting in the spring of 2019. He said that because of the high turnover of board members for various reasons, Covid and all the ramifications from it including the resulting difficulty of having meetings, the lack of meeting minutes and newsletters, the high cost of materials and the difficulty of finding labor, he felt like the Oak Point II Townhouse Association was similar to a ship veering off course. He feels like his mission over the past year and a half serving as Treasurer and interim President is to help gradually bring the ship about and help steer it toward the intended destination. Accordingly, the Board is making efforts to record and report all communications between Members of the Board during this period that could in any way constitute an "action" of the Board in an effort to create accountability and transparency. Despite these challenges, he believes in the importance of the work that lays ahead, and with the patience and understanding of the Members he feels optimistic about the future of the Oak Point II Townhouse Association.

### **Treasurer's Report for the year 2021**

Roger summarized this report by referencing the Spring 2022 Newsletter under the same title that had been distributed to all Members through the mail prior to this meeting. He proudly reported to the Membership that collection of quarterly assessments was running at nearly 100% of the expected revenue in our Budget. Additionally, expenditures were well under budget allowing us to carry a surplus of funds into the next fiscal year. He pointed out that while all of this was favorable from a

financial standpoint, the carryover nevertheless arose from the difficulty of getting projects done due to difficulty of hiring trades to do the work.

## **Maintenance Report**

As reflected in the Spring 2022 Newsletter, Roger advised that beginning in 2020, continuing through 2021 and now into 2022, many unusual challenges complicated performance of maintenance including Covid, high turnover of people and properties, fast rising prices, and scarcity of labor. Despite these problems, good progress was made in the following areas:

- continuation of the painting project of buildings, with only two remaining to be done;
- repairing 3 leaking roofs;
- replacement of 12 garden windows;
- maintenance of grounds;
- replacement of foundation and storage doors, siding and trim;
- pressure washing, painting and sealing of decks and driveways;
- repair of unsafe expansion joints;
- repair and removal of bad trash enclosures;
- repairs to sliding glass doors and windows;
- repairs to decks, rails and failing stairs.

The Board of Directors will work up a budget plan for 2022 in their meeting to follow this gathering. Roger will be urging the Board to be mindful of the following themes that have become apparent to him during his work to help guide in their deliberations. These include:

- recognizing that volunteer board member's time is a valuable, but limited resource;
- a need to improve and make more transparent the maintenance request process;
- a need to formalize the process of prioritizing maintenance;
- a special focus on skyrocketing prices, especially with a view to windows, doors and decks;
- and finally, streamlining and improving the website so it can better serve our Members.

## **Member Comments From The Floor**

Debbie Miner opened the discussion by sharing with the Members her excitement about the renewed effort to get our website more fully developed. It is her hope that it will be expanded in such a manner that it can be used as our main communication tool with Members. As stated earlier, the website can be a simple and efficient way to handle Maintenance Request forms and documentation of their status. It is Debbie's hope that many of the Members will be willing to receive the newsletter via our website. It will be a big financial savings for our Association and a way for the Board to communicate with the Members more frequently.

Mary Hyde brought up her concern regarding soil erosion throughout the Association's property. She described how subtle types of erosion on our very steep terrain had a gradual degrading effect where grass and other groundcover was lost on slopes. She wondered if the Association was focusing

enough attention to these problems and whether sufficient resources were being set aside to deal with them.

Roger responded by pointing out budget allocations made to address structure-threatening erosion problems at two properties. He was unaware of efforts being made to address other erosion problems as she described. There was a discussion of member volunteers being organized to survey our property for this purpose.

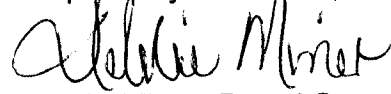
John Brodie expressed his concerns about failing concrete in front of his unit on Oak Point Drive. He had a long-standing request for maintenance regarding this issue and he was concerned that he was being ignored. Roger apologized for not communicating with him and advised that on two occasions he had consulted a concrete contractor and most recently conducted a site inspection with the contractor last week. Plans have been made to address trip hazards that have resulted from broken and heaving concrete slabs by grinding ridges smooth this year. More complete repair is planned for subsequent years when concrete will be torn out completely, draining of groundwater will be addressed, new subgrade and paved surfaces installed.

Linda Harris was curious as to the line item in the budget called Hardscaping, even though there was no budgetary amount attached to it. Roger explained that hardscaping is a subcategory of landscaping that references things like sidewalks, walls, and fences as opposed to plantings.

### **Election of Board Members**

The Nominating Committee presented the names of Dottie Hill and Richard Burris for the expiring terms of Karissa McCarty and Daniece Lyon. There were no other nominations made from the floor. These two candidates were voted in unanimously and will serve until the Annual Membership Meeting in the Spring of 2025.

Respectfully submitted,



Debbie Miner, Board Secretary