

# OAKPOINT II TOWNHOUSE ASSOCIATION

## NEWSLETTER Fall 2022

### IMPORTANT ANNOUNCEMENT!

#### Termite Inspections

Wednesday, November 16th

Terminix performs annual termite inspections underneath all of our property owner's units. If your storage area underneath your unit is locked, please make arrangements to provide a key to Roger Miner. Your cooperation to make this annual inspection a success is greatly appreciated! Any questions regarding this inspection can be sent to Roger at [rogeroakpoint2@gmail.com](mailto:rogeroakpoint2@gmail.com) or by calling him at 918-399-6259.

### OAK POINT II BOARD OF DIRECTORS 101

The Oakpoint II Townhouse Board of Directors is made up of five Association members, each serving rotating three year terms. Candidates to fill expiring terms are presented each spring by a Nominating Committee and these candidates are voted on at the Annual Membership Meeting. Nominations may also be made from the floor at this meeting. The offices of President and Vice President of the Board are selected by the Directors themselves annually at the Board Meeting that follows the Annual Membership Meeting. In addition to the five voting Directors, there are also various officers appointed annually by the Directors who are non-voting members of the Board. Currently, these officers include Treasurer, Secretary and Special Check Signer. When a Board of Director resigns before their three year term ends, or an Officer resigns, the Directors themselves seek a replacement to complete the term. All members of the Board must be Association members by being a property owner.

The current Oakpoint II Board of Directors includes the following Association members:

**Bob Dimski, President** - term expiring April, 2023

*Bob resides in Midwest City, Oklahoma where he is a physician. He has owned his unit at 92 Beaver Drive since 2004. He and his family have enjoyed celebrating every 4th of July here at Holiday Island for over 20 years. His unit is in the Vacation Rental program when he is not here enjoying it with family and friends.*

**Anita Augustine, Vice President** - term expiring April, 2025

*Anita bought her unit at 21 Oak Point Drive two years ago and is a full-time resident with her sweet dog Katie. She began visiting Roaring River State Park as a little girl, falling in love with the Ozarks. She grew up in Cherryvale, Kansas but her career opportunities have allowed her to live from coast to coast. She holds degrees in education, counseling, and business. She began her career in public education teaching high school English but later transitioned to the business world, developing a long-term career in Human Resources, retiring in 2014.*

**Mary Ruby, Member at Large - term expiring April, 2025**

*Mary lived her life in the Kansas City area. She and her husband Bill have been coming to this area since 1991. After camping for many years, they finally decided to purchase their unit at 3 Oak Point Lane 10 years ago. Retiring in 2021 from a 40 plus year insurance career, she and Bill are now full-time residents here at Oak Point II.*

**Mike Chitwood, Member at Large - term expiring April, 2023**

*Mike has been coming to Holiday Island for over 20 years. Having fallen in love with the area, he finally had the opportunity to purchase a unit at 1 White Oak Avenue. He lives full-time in a small town outside of Kansas City called Louisburg. He is a real estate agent and owner of HUK Homes with locations in Paola, Olathe and Ottawa, Kansas. Although he considers Oak Point II home away from home to be enjoyed with wife Tammy, children and grandchildren, his unit is also in the Vacation Rental program.*

**Vacant Director Position - term expiring April, 2024**

**Roger Miner, Treasurer**

*Roger purchased his unit at 9 White Oak Avenue and is a full-time resident with his wife Debbie. Having lived in the area many years ago, first as the Director of the Carroll County Solid Waste Authority and then as a hotel owner in Eureka Springs after his marriage to Debbie, he moved away to pursue his passion of sailing. Children and grandchildren brought him back to the area where he enjoys semi-retirement.*

**Debbie Miner, Secretary**

*Debbie has lived in this area for many years, raising a family of four in neighboring Berryville. After being a full-time mom and community volunteer while her children were growing up, she became the Environmental Educator for Carroll County. For many years she had a column in the local newspaper called "Caring for the Earth" and also did a weekly radio program.*

**Linda Harris, Special Check Signer**

*Linda bought her unit at 13 White Oak Drive in 2018 and is a full-time resident. She was born and raised in Kansas City. She moved to Holiday Island in 2012 from Lake of the Ozarks. Having spent her career as a dental hygienist, she retired in 2017. Linda is very active in the community and is a great ambassador for Holiday Island and ways to get involved.*

**All Association Members are encouraged to take a turn and serve on the Board of Directors. Meetings are held every several months or as needs require. Zoom is a wonderful tool which enables us to hold our meetings with Board Directors both near and far. If you are interested in serving or have any questions, please feel free to contact any of the current Board Directors via our website at oakpoint2.com. The Association Bylaws can be found on our website which will explain in more detail the duties and responsibilities of the Board.**

**~~~~ IT TAKES A VILLAGE ~~~~**

Oak Point II Townhouse Association is comprised of the following homeowners:

- 16 Full-Time Residents
- 4 Homeowners with Full-Time Rental Residents
- 30 Part-Time Residents



## **A Message From Your President**

*As I look back at my tenure on the Oakpoint II Townhouse Association Board, I am struck by the great work that prior board members have done in spite of the adversity and difficulty presented by the pandemic. While we were able to adapt like the rest of the world to “business by Zoom”, I really appreciate the “boots on the ground” work that Roger Miner has done for the Association both as a board member, and since June, 2022 as our Property Manager and Treasurer. We have completed a major drainage project, effected repairs to the asphalt aprons along Beaver Drive, completed exterior repainting of the last 2 of our 13 buildings, and have completed inspections on 47 of our 50 units which will allow the Board to present options to the membership related to urgent and planned repairs and maintenance on decks, doors, windows and roofs going forward. Our finances, while tight are in good shape, and we are in the process of putting together a budget proposal for 2023. Many thanks to Mary Ruby, Anita Augustine, and Mike Chitwood for agreeing to fill vacant board positions and participate in the governance of our Townhouse Association. We still have one open position we need to fill, so don’t hesitate to reach out to a board member if you have an interest in serving.*

*Bob Dimski*

## **A Review of Board Actions Taken in 2022**

- Roger was instructed as Board Treasurer to contact Association insurance company to pursue fidelity coverage for entry into homeowner’s units, as well as developing a program to insure entry for inspections, necessary repairs and/or emergency situations. *(April 9, 2022)*
- A decision was made to put off any window repairs or replacements until an updated property inspection is performed. *(April 9, 2022)*
- Decks will be included in the upcoming property inspections. *(April 9, 2022)*
- Following Article IV, Section 4 of the By-laws, the Board voted unanimously to hire Roger Miner as part-time Property Manager/Treasurer with compensated vs. non-compensated Treasurer duties to be made a part of the job description. *(May 21, 2022)*
- Adam Peterson was voted to be hired to do the upcoming property inspections. *(May 21, 2022)*
- If a property owner gets behind by two quarterly payments, our attorney is instructed to write them a letter. If they get behind by three quarterly payments our attorney will be instructed to begin the process of foreclosure. *(May 21, 2022)*
- \$500 was removed from the sign budget to be applied to the paving project. *(June 18, 2022)*

- Authorized previously approved compensation for property management, \$583.33 per month beginning with the month of June and payable at the end of each month of service, (\$7000 annual budget of maintenance supervisor divided by 12 months) to be deferred until Board positions have been filled and Roger has relinquished his Board term which will expire April, 2023. *(August 11, 2022)*
- Authorized previously approved compensation for billing services, \$850 per quarter which is the same amount paid to Stone Financial, with the first payment being received for the 3rd quarterly billing to be deferred until Board positions have been filled and Roger has relinquished his Board term which will expire April, 2023. *(August 11, 2022)*
- Approved the appointments of Mary Ruby and Anita Augustine to fill the vacant terms which will expire April, 2025. *(August 11, 2022)*
- In addition to new board members Anita Augustine and Mary Ruby, full-time resident Linda Harris was approved to be Special Check Signer Officer. *(August 11, 2022)*
- The Board accepted Roger's resignation from his voting position on the board and approved the appointment of Mike Chitwood to fulfill the remainder of his term which will expire in April, 2023. *(September 27, 2022)*
- The Board instructed Roger to invoice the owner of #7 White Oak Lane for the plumbing bill that resulted from the malfunction of owner's water softener. *(September 27, 2022)*

## **MEET ROGER MINER, OAK POINT II PROPERTY MANAGER/TREASURER**

*For the past two and a half years it has been both a pleasure and a challenge to serve as a voting board member, as well as the Association Treasurer. I now have been given the opportunity by the Board to change positions and move from a volunteer voting member of the Board to a paid position of part-time Property Manager/Treasurer. I am very grateful for the Board's confidence in giving me this job. While in the past years many people have spent countless hours, mostly as volunteers but sometimes in paid positions, this step taken by the Board is the first time that billing and maintenance have been combined to a single, Association member paid position. This is a valuable pairing of services as it is hard to be supervisor of maintenance without knowing on a daily basis the exact financial standing of the Association. And who has a more vested interest in the future of Oakpoint II than a property owner! My background is well suited to these goals as my professional career was first spent as a City Planner and then as a City Manager in Oklahoma. I concluded my career working in marketing for a national solid waste management company, and finally as the Director of the Carroll County Solid Waste Authority. In all of these jobs I worked with a Board of Directors and came to appreciate the value of a volunteer board that establishes policy to represent its constituency, combined with professional management to carry out the policies. It was here in Carroll County where I met and worked with my wife Debbie who was the Environmental Educator for the county. We married in 2006, retiring from the Solid Waste Authority to become owner/operators of Sherwood Court, a small hotel in Eureka Springs. After selling the hotel we left the area to pursue our passion for sailing. Following a 10 year absence and a growing tribe of grandchildren, we decided to return to the Ozarks. We are delighted to have found our permanent home here and look forward to becoming acquainted and working with all of the property owners to make Oakpoint II Townhouse Association a thriving community.*

## **A NEW TRASH PROGRAM FOR HOLIDAY ISLAND**

Many of you most likely have received notice from the City of Holiday Island announcing they have contracted with the Carroll County Solid Waste District for all of their trash disposal. Many of our property owners are already customers of CCSW, but some of you might be new to their program. Below is a breakdown of customer options. Please note they offer once a week service with Oakpoint II being picked up on Wednesdays. All customers receive a recycle bin. Please take the time to evaluate the options below and choose one that best meets your needs.

**All trash must be placed in a container.**



- OPTION 1 - 64 gallon polycart . . . . . \$24.08 per month**
- OPTION 2 - 95 gallon polycart . . . . . \$30.71 per month**
- OPTION 3 - low volume . . . . . \$17.70 per month**  
**(two 30 gallon bags a week, must provide own container)**



**ACTIVE/INACTIVE OPTION** - This might be an option for those Association members who use their units as a vacation home. You set up an account with whichever container option you choose. You pay the regular rate for the first month, but for any month forward that you are not present you will be charged an inactive fee of \$7.00. Whenever you are here to enjoy your unit you simply call them for service during the time that you are here. They will then bill you a prorated amount. Notify them when you leave and they will put you back on inactive status. The polycart will remain at your location even when it is not being serviced.

**YELLOW BAG TAG OPTION** - Another option for those of you who use your units infrequently, you may choose to purchase \$3.00 bag tags. You must have a container in which to place the tagged bags or you can dispose of your bags in the dumpster that is currently located on the boat trailer parking lot next to the cardboard recycle bin. These tags come 5 to a sheet and can be purchased at the City of Holiday Island office. Please note that the City of Holiday Island accepts cash or check only, no credit card services are available. It is also advisable to call them at 479-379-8040 in advance to make sure someone is there.

**Many years ago wooden trash bins were designed and built to house property owner's garbage containers. However, many of them are in need of repair, paint, or complete replacement. The Board would like eliminate these wooden bins due to the maintenance expense. If a polycart would work for your property, or you choose to use your own container that you put out every Wednesday, please let us know and the old dilapidated wooden bin will be removed.**

**THANK YOU!**

If you have any questions regarding the services provided by Carroll County Solid Waste you can call 479-253-2727. You may also contact Roger at 918-399-6259 or rogeroakpoint2@gmail.com



## PROPERTY MANAGER/TREASURER REPORT

Roger Miner

In our newsletter last Spring we were mindful of five common themes that emerged from a historical review of Oakpoint II operations:

1. **The Valuable but Limited Resources of Volunteers.** The idea was to engage and pay staff to execute plans and policies established by our elected and appointed Board members. Most importantly, to protect these valuable volunteer Board members in that “policy” role and not to expect excessive hands-on work. Rather, to free them to provide oversight and direction to a part-time staff. The Board has accomplished this by hiring a part-time Property Manager and we now have four excellent Board members in place and are looking for a fifth volunteer.
2. **Prioritizing Work.** In the Spring we pledged to move toward a process of formal assessment and planned regular maintenance. With your great assistance and participation, we have completed 47 of 50 property, and 12 of 13 roof inspections. These are being analyzed now and will empower the Board to assess the scope and cost of maintenance to roofs, decks, windows and doors. The Board has set a goal of developing this long-range plan in the early part of the new year. Part and parcel of this process is to answer questions about the range and scope of our existing resources—what can we pay for and what can we not. By the time of our Annual Spring Membership Meeting, the Board means to frame issues for you as property owners and then to build consensus among us all as we move forward.
3. **Maintenance Requests.** Daily unscheduled maintenance jobs continue, but now we are logging and tracking our progress on daily chores. They come to the Maintenance Log through our own observation of needs and through Maintenance Requests from property owners and residents. We have made significant progress since the Spring but still have a way to go and are working diligently to address a few very old requests that remain. We thank you for your patience. The outstanding requests are being prioritized according to safety first, protection of property from the coming winter season, and according to their age in the system. Funding and availability of labor will always control our progress as well. We are maintaining a detailed Maintenance Log on such jobs and hope to have it published on the webpage and accessible to everyone by this winter.
4. **Windows and Doors.** Work on windows and doors is currently under a Board imposed moratorium pending the completion of inspection review and assessment described in item #2 above.
5. **Website.** The website is now updated with current events such as Board meetings, meeting minutes, etc. posted for your review. Updated contact forms are also available for you to contact the Property Manager and Board members. A property map with owner information is provided as well, and there is more to come.

**Oakpoint II Townhouse Association**

**Budget for 2022 and**

**Budget vs Actual, Year to Date**

		<i>Portion of Year Expended to Date:</i>			78.89%	
		<i>Through: 10/20/22</i>				
<b>Expenses</b>		<b>Budget</b>	<b>Actual</b>	<b>Balance Available</b>	<b>% Expended or Received</b>	
Scheduled Maintenance						
300 Site Grading and Erosion Control		12,000.00	12,700.00	(700.00)	105.83%	
310 Pavement Repair		8,500.00	9,000.00	(500.00)	105.88%	
320 Building Foundation			-			
330 Signage		1,000.00	197.03	802.97	19.70%	
340 Painting		28,000.00	26,925.42	1,074.58	96.16%	
350 Roof Maintenance		5,000.00	5,100.00	(100.00)	102.00%	
360 Gutter Cleaning & Repair		2,000.00	-	2,000.00	0.00%	
370 Windows and Doors		8,000.00	1,487.29	6,512.71	18.59%	
380 Deck Maintenance		20,000.00	16,723.75	3,276.25	83.62%	
390 Lighting & Electrical		250.00	1,126.62	(1,499.00)	699.60%	
Unscheduled Maintenance						
410 Part Time Maintenance Director		7,000.00	1,749.00	6,292.50	10.11%	
420 Maintenance Director Supplies			92.88			
430 Unscheduled Contract Support			707.50	(707.50)		
Grounds						
500 Common Area Mowing & Weedeating		10,000.00	7,000.00	3,000.00	70.00%	
510 Garden Maintenance		1,000.00	522.67	477.33	52.27%	
520 Spring Cleanup		2,000.00	-	2,000.00	0.00%	
530 Fall Cleanup		2,000.00	-	2,000.00	0.00%	
540 Tree and Shrub Maintenance		1,000.00	-	1,000.00	0.00%	
550 Hardscaping			-			
General and Administrative						
600 Property & Casualty Insurance		22,000.00	22,152.00	(152.00)	100.69%	
610 Workers Compensation		1,000.00	1,115.00	(115.00)	111.50%	
620 Termite Policy and Inspections		3,500.00	1,726.98	1,773.02	49.34%	
630 Reserve for Deductible		10,000.00	855.54	9,144.46	8.56%	
640 Accounting		3,800.00	2,564.44	1,235.56	67.49%	
645 End of Year Review of Books		700.00	-			
650 Legal		300.00	-	300.00	0.00%	
660 Web Site		1,000.00	250.00	750.00	25.00%	
670 Miscellaneous		1,000.00	676.73	323.27	67.67%	
680 Postage & Shipping		-	124.81	(124.81)		
690 Printing & Reproduction		-	64.46	(64.46)		
	<i>Total Expense</i>	<i>151,050.00</i>	<i>112,862.12</i>	<i>38,187.88</i>	<i>74.72%</i>	
<b>Revenue</b>						
700 Beginning Balance		39,228.70	39,228.70			
710 Homeowners Dues		114,688.76	94,696.76		82.57%	
720 Refunds						
	<i>Total Revenue</i>	<i>153,917.46</i>	<i>133,925.46</i>	<i>21,063.34</i>	<i>87.01%</i>	

**Property Manager/Treasurer Report (continued from page 6)**

Also, in the Spring newsletter we posted the budget to show available resources for the year and how we proposed to use them. The preceding table shows our year-to-date performance. In summary, we budgeted \$143,000 in expenditures which would be funded by \$39,228 carried forward from the prior year, plus new revenues of \$114,688 for total expected resources available of \$153,917.

79% of the year has gone by as of this October 20th. In that time we have spent 74% of budget and taken in 82% of planned revenues. Accordingly, by year's end we should meet or exceed our overall budget estimates in very good shape. We have had a very busy year spending what we could on projects both large and small. For this reason, we will have less of a surplus to carry over for 2023.

**Paint and Colors for Oakpoint II**



Oakpoint II now has Board approved colors for outdoor structures and buildings. Homestead Brown Opaque Stain (7515) for deck surfaces, Turkish Coffee exterior paint (6076) for trim, balusters and rails and Perfect Greige exterior paint (6073) for the lighter surfaces like siding and as shown on the columns of our newly refurbished entrance sign. All of these are Sherwin-Williams products where we have a discounted commercial account and are keeping plenty in stock on site. Owners interested in Do-it-Yourself improvement projects that include paint or stain should contact Roger. PLEASE DO NOT buy and/or use any paint from any other source as the colors never quite match.



**Completed Water Diversion Projects**

