

Oakbridge Community Services Association

Board Actions • 2019 Dec. 8-27 • Minutes • Draft A

1. Participation

§4.5 of the OCSA Bylaws provides that:
Any action required by law to be taken at a meeting of directors, or any action which may be taken at a meeting of directors, may be taken without a meeting if a consent in writing is signed by all of the Directors.

The 7 Board members are: Kraig Bodie (Vice-President), Abigail Darwin (President), Ron Hay, Laura Schweitzer, Brian Shah, Jordan Speicher, and Jeff

Wilson (Treasurer), and all 7 approved the two proposals below via e-mail. Also, Richard S. Russell (Secretary) was copied on all the e-mails.

2. Adoption of the 2020 Budget

At the Dec. 5 Board meeting, Laura had volunteered to put together a budget for 2020. She sent out a draft on Dec. 8, and a few tweaks later this is what the Board came up with:

	<u>2019 act.</u>	<u>2020 est.</u>
Beginning balance (Jan. 1)	\$3,100	\$6,510
Neighborhood dues	\$15,396	\$18,850
Voluntary contributions	\$0	\$0
Interest on investments	\$0	\$0
Total income	\$15,396	\$18,850
Snow removal	\$5,208	\$5,677
Lawn care	\$3,181	\$3,468
Water and sewerage service	\$2,048	\$2,232
Liability insurance	\$892	\$919
Bookkeeping	\$200	\$200
Bank fees	\$158	\$163
Postage	\$157	\$162
Website fees	\$75	\$77
Office supplies	\$57	\$59
Annual filing fee	\$10	\$10
Property taxes	\$0	\$0
Income taxes	\$0	\$0
City sidewalk repair assessment	\$0	\$3,588
City curb & gutter assessment	\$0	\$3,465
Landscaping maintenance	\$0	\$1,600
Total expenses	\$11,986	\$21,620
Net income (income – expenses)	\$3,410	-\$2,770
Ending balance (Dec. 31)	\$6,510	\$3,740

It was noted that (a) the figures for 2019 are approximations that will need to be revised after the books are closed on Dec. 31 and (b) the anticipated 2020 income from neighborhood dues (lot assessments) was based on a fee of \$130 per lot.

Approved unanimously by Dec. 18.

3. Amendment to Dues Letter

The Board had crafted the text of the dues letter at its Dec. 5 meeting, but on Dec. 26 Richard asked that the following postscript be added to it:

PS: OCSA uses the websites below for all of its official notices except this annual dues notice. If you wish to have other official notices sent to you via US mail, register with OCSA Secretary Richard S. Russell, 7846 W. Oakbrook Cir., Madison, WI, 53717 or 608-219-7044. Such registrations must be renewed annually.

Approved unanimously by Dec. 28.

Respectfully submitted,
Richard S. Russell, Secretary