

# Oakbridge Community Services Association

## Board Meeting • 2020 Jan. 15 • Minutes

### 1. Call to Order and Quorum Count

Meeting called to order at 7:00 PM at Madison College campus, 8017 Excelsior Dr. #118

6 Board members present: Abigail Darwin (President), Ron Hay, Brian Shah, Laura Schweitzer, Jordan Speicher, and Jeff Wilson (Treasurer); 1 absent: Kraig Bodie (Vice-President); also present: Richard S. Russell (Secretary)

### 2. Adoption of the Agenda

Without objection, accepted as distributed.

### 3. Courtesy to Guests

Introductions of members and guests: Mark K. Allen, Brent Denton

### 4A. Approve Annual Dues

Abigail moved, and Jeff seconded, to set \$130 per household as the annual dues for 2020. Passed unanimously.

### 4B. Appointment of New Board Members

Board members whose terms were up in 2020 are Abigail, Laura, and Jeff. Jeff had already announced that he would not be running for re-election but Abigail and Laura had said they would, and they were unanimously approved to continue on the Board.

Mark and Brent had both expressed interest in serving on the Board; between them they decided that Mark would fill Jeff's seat for a full 2-year term. Abigail moved, and Jordan seconded, to do so. Passed unanimously.

Ron then resigned from the Board with 1 year remaining in his term. Abigail moved, and

Brian seconded, to have Brent to replace him. Passed unanimously.

### 4C. Election of Officers

Abigail announced that she was willing to serve again as President; there were no other nominations, and she was approved unanimously.

Abigail nominated Kraig as Vice-President; there were no other nominations, and he was approved unanimously.

Abigail nominated Laura as Treasurer; there were no other nominations, and she was approved unanimously.

Abigail nominated Richard as Secretary; there were no other nominations, and he was approved unanimously.

### 5A. President's Report

#### (1) Stuffing annual dues letters and inserts.

(a) Additional insert. Richard asked the board to approve an additional insert into the annual dues letter, to read:

The OCSA governing documents (<https://oakbridge.community/covenants-and-by-laws/>) were originally drafted in the late 1970s and have become progressively more outdated. Your OCSA Board is looking into revising them. Information about this process will be posted periodically on the 3 electronic message boards mentioned in your dues letter, so please check in there from time to time.

Also, we have many people's e-mail addresses from when we collected them for last summer's directory, but if you don't think we have **yours**, please send it to our secretary at RichardSRussell@tds.net, so we can keep you

informed that way as well. We will only use these to notify you of public hearings or other opportunities for your input.

Brian moved, and Abigail seconded, to approve the insert. Passed unanimously.

(b) Doing the work. Richard explained how the dues letters (already printed) needed to be folded carefully to fit into the #9 window envelopes that Jeff had provided, and everybody set to work doing so.

(2) Meeting with Deputy Mayor (Dec. 19). Abigail reported that her meeting with Linda Vakunta (in her city-hall office) involved informing her that our neighborhood has always wanted to help with Tree Lane Family Apartments but had no information from the city or TLFA management as to what kind of help they needed and would appreciate some. Ms. Vakunta said she'd take it under advisement.

(3) Snow/lawn care bids. Abigail reported our current snow-removal contract will expire on March 31, and Kraig will solicit bids for a new contract to begin in April and present them at the February Board meeting.

(4) Potential contact at city may be able to help revise governing docs. Abigail reported meeting Brian Grady at a meeting of neighborhood leaders in November. The city was interested in finding land for affordable housing, but we don't have any. Mr. Grady said he'd worked with many HOAs to revise their governing documents, so Abigail got his e-mail address to follow up on how to go about doing that. No response yet.

(5) Meetings with neighborhood leaders to discuss revising governing docs. Abigail reported finding out at that same meeting about an e-mail listserv of neighborhood leaders, so she signed up for it and used the list to find out if anyone had revised their governing documents. We've already met with

James Cortada of Arbor Hills Neighborhood Association, and Jeff Richter of Capitol View Heights will be meeting on Friday with Richard. AHNA doesn't have any declarations, but this raised the question of whether Oakbridge even **needs** them. Clue: Ours contain a provision that they can be dissolved at the end of 10-year periods; unfortunately, our most recent 10-year period expired at the end of 2019. We will have to consult an attorney if we want to do any of this. A consideration is whether there are deed restrictions on our properties that allude to the covenants.

(6) Business insurance renewal (Mar. 10). Abigail reported that the Neckerman Agency has provided us with a notice that our liability insurance is coming up for renewal on March 10. Jeff asked whether the policy mentioned officers by name, but Ron said no, adding that very few insurers even offer this kind of coverage. Starting Feb. 10 we will find out how much they'll be charging, and Abigail will inform the Board of this amount and the terms of the policy at the next meeting. The Board mulled whether to explore alternative insurers, but it was felt that we were too close to the 2020 renewal date to do so. Brent suggested checking nationwide to find out what a reasonable price is for this kind of thing. Mark volunteered to do this.

(7) Going to bank to remove Ron/Jeff as signers and add Laura. Abigail reported that Laura will be added as an authorized user of our bank account at 9:00 AM this Saturday, Jan. 18. Ron will check to find out if the exiting officers need to show up. Jeff will be there in any event to change his password to one of Laura's preference.

## 5B. Treasurer's Report

Jeff reported that our balance as of Jan. 15 was \$6931.07. Checks written since the previous report:

- Nov. 24, #1172, \$159.64 to Madison Water Utility for sewer and water

- Dec. 5, #1173, \$20 to Richard Russell for printing directories
- Dec. 8, #1174, \$280 to Lawn Care Plus for snow removal
- Dec. 21, #1175, \$159.64 to Madison Water Utility for sewer and water
- Dec. 21, #1176, \$200 to Julie Roach for bookkeeping services for 2019

### 5C. Secretary's Report

(1) NextDoor update. We have 172 neighbors signed up, representing 82% of our 145 households. Several people new to Oakbridge signed up without prompting.

(2) Minutes of Board meeting of Dec. 5 and follow-up actions taken by e-mail Dec. 8-27 were distributed and 2 minor spelling errors were corrected; approved unanimously.

(3) Minutes of annual meeting of Jan. 8 were distributed and 2 minor spelling errors were corrected; approved unanimously.

(4) Draft language for follow-up dues letters. Printed copies of the updated follow-up letters were distributed, and Board members were asked to review them before the February meeting.

### 5D. Architectural Review Board Report

(1) Action on applications, appeals, and complaints. none

(2) Discuss current status of revising the Architectural Control Rules (ACR). Brian reported that the ARB met again to finalize its recommended revisions. The most obvious one is that FCC rules limit our restricting antennas. This draft went to Abigail for her legal review, and the ARB will consider her comments at its next meeting, with a view toward having a draft ready for Board review in February.

(3) Discuss future steps to revise the ACR.

After Board review, there will be a public hearing before final adoption.

### 5E. Social Committee Updates

There was no caroling, but there will probably be a snowman-making contest as soon as we get good packing snow.

### 6A. Set February Board meeting date

After everyone had consulted their calendars, the date of Wed. Feb. 19 at 7:00 PM was agreed upon. Richard will try to reserve Ashman Library, and failing that Kraig will shoot for Regus again. Brian isn't sure whether we'd be able to get the Madison College location for free in the future, since he's received mixed messages from management. Abigail wondered if Board members would like to schedule **all** the 2020 meetings in advance; decision and scheduling put off until Kraig can participate.

### 6B. Other Business

Jeff asked who would take over his duty of keeping the OCSA Facebook page up to date. Abigail said she's already doing it.

Jeff reminded all Board members to take him and Ron off their OCSA e-mail lists.

### 7. Announcements

Ron announced that he's also stepping down from the Architectural Review Board but will still be involved in groundskeeping.

Richard will solicit volunteers to bring the ARB up up to its authorized strength of 5.

### 8. Adjournment

Meeting adjourned at 8:29 PM.

Respectfully submitted,  
*Richard S. Russell*, Secretary