

# Oakbridge Community Services Association

## Board Meeting • 2020 May 20 • Minutes

### 1. Call to Order and Quorum Count

Meeting called to order at 7:03 PM over Zoom link supplied by President Darwin courtesy of her employer, Robert Half.

7 Board members on line: Mark Allen, Craig Bodie (Vice-President), Abigail Darwin (President), Brent Denton, Brian Shah, Laura Schweitzer (Treasurer), and Jordan Speicher; also on line: Richard S. Russell (Secretary)

### 2. Adoption of the Agenda

Without objection, accepted as distributed.

### 3. Courtesy to Guests

Introductions of members and guests: none

#### 4A. President's Report

Abigail had no report.

#### 4B. Treasurer's Report

Laura reported that our balance as of April 30 was \$20,254.80, with revenue of \$1,300.

Checks written:

- Apr. 19, Check #1184, \$10 to Abigail for filing annual report with Wisconsin DFI
- Apr. 21, Check #1185, \$178.75 to Madison Water Utility for sewer and water

#### 4C. Secretary's Report

(1) Status of unpaid dues. On May 17 our bookkeeper reported that 4 households hadn't paid their 2020 dues (\$130). We had sent multiple reminders to them via paper mail and, where available, e-mail. They don't appear to be on NextDoor, so we couldn't send them private messages. Abigail did

write personal notes to the long-term owners of the 2 households who had always paid their dues in the past, asking them to please do so again.

(2) NextDoor update. We have 187 neighbors signed up, representing 86% of what NextDoor now (for some unknown reason) considers to be our 146 households. The missing households have all received invitation letters in the last couple of months.

NextDoor has stopped listing house numbers and now shows only the street name, so if anybody voluntarily signs up for NextDoor, Richard now uses the "Welcome" message to ask them to pass along their US mail addresses along with their e-mail addresses.

(3) Minutes of virtual Board meeting of April 22 were distributed; approved unanimously.

(4) Planning for 2020 Oakbridge Directory. Richard distributed a sample of the "turn-around form" (individualized for each household with the information we already have on file for them) that he has designed for the households for which we have e-mail addresses (about half of our 145). He proposes to e-mail those out around the beginning of June and wondered what the Board would like to do about the other half.

Brian wanted to just publicize everything via NextDoor, Facebook, and the website to save on paper and not require Board members to distribute them on foot. Approved without objection.

#### 4D. Architectural Review Board Report

Brian reported the ARB had received 4 applications, all of which were quickly approved. Then there was a request from somebody on

114 Granada Lane, who turned out to be in Oakbridge Florida, whom we redirected.

#### **4E. Social Committee Updates**

Everybody agreed we should scale back the annual July 4 celebration. Jordan said that we have a tentative reservation with the fire department but could cancel it. Brian suggested that the fire truck could do a drive-thru and everybody could stand in their driveways to applaud the first responders as they drove by. This met with unanimous approval.

#### **5A. Filling vacancy on the Architectural Review Board (ARB)**

Abigail moved, Kraig 2nded, to appoint Brent Denton to fill the vacancy on the ARB; adopted unanimously.

#### **5B. Change of web-service provider**

Abigail moved, Kraig 2nded, to approve a change of our web-service provider to G-Suite at \$5 a month; adopted unanimously.

#### **5C. Revisions to welcome letter**

Richard had distributed a copy of our standard welcome letter with 4 proposed revisions to it highlighted. Abigail moved, Brent 2nded, to approve the changes with the addition of a request to leave outside lights on during the night, for safety purposes; adopted unanimously.

#### **5D. Revisions to Architectural Review Application**

Richard had distributed a copy of the Architectural Review Application form with several proposed revisions to it highlighted. Abigail moved, Brian 2nded, to approve the changes with part of ¶c ["I personally (not via an agent)"] removed and a customized alias to the ACR on our website inserted; adopted unanimously.

#### **5E. Discuss trees in the common area**

Abigail wondered whether we had any ash trees in our common area and, if so, whether we should have them inoculated against the emerald ash borer. Mark said that there are a few ashes near the sign but that they seem to all be on city property. It doesn't appear that there are any ashes in our common areas., but there are some unhealthy pine trees. General consensus was to do nothing this year but consider taking down the pine trees next year.

#### **5F. Good Neighbor Program**

Abigail asked whether we wanted to have another presentation from the Madison Police Department. Discussion postponed until June by unanimous consent.

#### **5G. Proposed revisions to Architectural Control Rules (ACR)**

Richard had e-mailed out Version 8.1 of the proposed ACR revisions. Abigail asked which provisions were problematic, and the Board went thru the resultant list systematically, arriving at conclusions for many of them and providing thinking points for the rest. The document was then referred back to the Architectural Review Board for further study and revision.

#### **5H. Public hearing for input on ACR revisions**

There were no firm dates suggested for the public hearing, since it was uncertain when a new draft would be ready for distribution. However, September is looking likely.

#### **5I. June Board meeting date and medium**

Abigail suggested we meet again via Zoom on June 17. Adopted without objection.

## **5J. Other Business**

none

## **6. Announcements**

Kraig mentioned that our neighbor Jonathan Mullee had passed away last week, leaving behind his widow Mariel Lopez and 3 small children.

## **7. Adjournment**

Meeting adjourned at 9:28 PM.

Respectfully submitted,  
*Richard S. Russell*, Secretary