

Oakbridge Community Services Association

Minutes • Board Meeting • 2021 Jan. 6

1. Call to Order and Quorum Count

Meeting called to order via Zoom at 8:16 PM by President Darwin.

7 Board members on line: Mark Allen, Kraig 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.

3A. Introductions of Members and Guests

Guests: Carol Hay, Ron Hay, Tiffany Helgerson, Daniel Holt, Sonya Huebner

3B. Remarks by Guests

none

4A. President's Report

(1) Business insurance renewal. We haven't yet received the annual renewal notice from Neckerman. We can expect the amount to be about the same \$800 and to be due March 1 as it was last year.

4B. Treasurer's Report for December

- *Deposits*: none.
- *Expenses*: Check #1200 for \$250 on 8th to Julie Roach for 2020 bookkeeping services; #1228 for \$178.78 on the 17th to the city treasurer for water/sewer services; #1229 for \$196.36 on 19th to Richard S. Russell for mailing supplies.
- *Cash on hand* at end of month: \$16,329.35.

4C. Secretary's Report

(1) Minutes of virtual Board meeting of Dec. 9 were distributed; approved without objection.

(2) Dues letters. Notices of 2021 dues were mailed to all 145 Oakbridge households on or about Dec. 24. Thanks to Mark Allen, Kraig Bodie, and Laura Schweitzer for doing the folding, stuffing, and stamping.

Deadline for receiving dues is Feb. 28, but rather than wait until after it has come and gone to send out notices to delinquents, the plan is to send out reminders on Feb. 1 to all who haven't yet paid.

Richard has provided our bookkeeper with a form listing all Oakbridge households, on which she can track whose payments came in when.

(3) NextDoor update: No change.

4D. Architectural Review Board Report

Action on applications, appeals, and complaints: No new applications received. Brian has begun a log book for ARB activities.

4E. Social Committee Updates

Jordan reported nothing notable of late.

4F. Webmaster Report

Jordan reported that we're a little behind on having meeting minutes posted.

5A. Investiture of newly elected Board members

Newly elected Board member Tiffany Helgerson was welcomed to the Board along

with newly re-elected members Kraig Bodie, Brent Denton, and Jordan Speicher.

5B. Election of officers for 2021

There was only a single candidate for each office, and each was approved by unanimous consent:

- President: Brent Denton
- Vice-President: Kraig Bodie
- Treasurer: Laura Schweitzer
- Secretary: Richard S. Russell

5C. Going to bank to change official signers

We need one person who's already a signer to go in to add Brent as an official signer. US Bank is taking appointments for in-person attention. This Saturday at 10:00 will work for Abigail, Laura, and Brent.

5D. Bylaw Amendment on Eligibility for Architectural Review Board Membership

A motion to amend Article 10 of the Bylaws, postponed from the Dec. 9 meeting, returned to the floor automatically. Abigail moved, Brent 2nded, to amend the proposal as shown in red:

10.1 Composition. The Board of Directors shall appoint the Architectural Review Board ~~which~~ (ARB) at its first meeting after the annual meeting and whenever a vacancy may arise. The ARB shall be composed of ~~a chairman, who shall be a Director, and four~~ five members. ~~At least three, all of the members of whom~~ shall be appointed from the community current residents of Oakbridge and at least one of ~~the members whom~~ shall be a Director. The ARB shall choose its own chair, who must be a Director. A quorum for action by the ~~Architectural Review Board ARB~~ shall be three members.

10.2 Duties. It shall be the duty of the ~~Architectural Review Board ARB~~ to regulate the external design, appearance, use, location and maintenance of the Properties and of any improvements. ~~(Article VI of the Declaration of Covenants and Restrictions.)~~

10.3 Procedures. ~~The Architectural Review Board shall formulate general guidelines and procedures~~

~~and submit them for confirmation to the Board of Directors. Such guidelines and procedures shall be considered adopted policy of the Architectural Review Board unless rejected by a two-thirds vote of the Board of Directors within 30 days of the date of submittal. The adopted guidelines and procedures shall be incorporated in the Book of Resolutions and the Architectural Review Board ARB shall act in accordance with such guidelines and procedures~~ the Architectural Control Rules authorized under by §7.1(b) of the Declaration of Covenants and Restrictions.

The amendment to Amendment #2 was adopted without objection. Amendment #2 as amended was adopted without objection.

5E. Appointment of Architectural Review Board members

Abigail moved, and Kraig 2nded, that the ARB comprise Mark, Kraig, Brent, Daniel Holt, and Brian Shah. Adopted without objection.

5F. Next Board Meeting

After some discussion, it was agreed to hold the next Board meeting on Wed. May 19 at 7:00 PM via Zoom.

The Secretary was instructed to provide a report on Feb. 11 of who still owed dues, so a reminder letter could be approved for mailing shortly thereafter.

5G. Other Business

none

6. Announcements

none

7. Adjournment

Meeting adjourned at 8:53 PM.

Respectfully submitted,
Richard S. Russell, Secretary