

# Oakbridge Community Services Association

## Board Minutes • 2025 Jan. 6

### 1. Call to Order and Quorum Count

The administrative session, held via Zoom, was called to order at 8:07 PM by President Denton.

There were 6 Board members in attendance, constituting a quorum: Mark Allen, Valeria Davis-Humphrey, Brent Denton (President), Rachel Robillard, Laura Schweitzer (Treasurer), Jacob Specht, and Brian Strobel; absent: Kraig Bodie (Vice-President); also attending: Richard S. Russell (Secretary).

### 2. Adoption of Agenda

Accepted without revision.

### 3. Courtesy to Guests

*3A: Introduction of Members and Guests.* Guests: Brian Shah and Mark Allen

*3B: Remarks by Guests.* none

### 4. Reports

*4A: President.* No report.

*4B: Treasurer.* Report on December finances appended. Approved without objection.

*4C: Secretary.* Minutes of Dec. 11 session displayed as drafted, showing revisions that had arrived via e-mail. Approved without objection.

*4D: Architectural Review Board.* No applications have come in.

*4E: Social Committee.* No recent activities.

*4F: DCR Revision Committee.* Val has found

many property-law firms that might be of value to us but has no idea how to winnow them down. Do we have some sort of legal standing? Mark was willing to help out with this.

*4G: Webmaster.* Brian Shah said that Jacob was willing to serve as backup webmaster; they will meet soon. Brent asked Brian to submit a bill for his services.

*4H: Facebook.* No report.

*4I: NextDoor.* Meeting notices sent out.

*4J: Landscaping.* No report.

### 5. Business

*5A: New Board Member Investiture.* Newly elected Board member Mark Allen as well as returning members Valeria, Brent, and Brian Strobel were welcomed.

*5B: Election of 2025 Officers.*

1: President. Brent indicated a willingness to serve again. Accepted unanimously.

2: Vice-President. Nobody indicated a willingness to serve. Left vacant.

3: Treasurer. Laura indicated a willingness to serve again. Accepted unanimously.

4: Secretary. Richard indicated a willingness to serve again. Accepted unanimously.

Jacob departed.

*5C: Changing Official Bank Signers.* This proved to be unnecessary.

*5D: Appointment of ARB Members.* Brent appointed Brent, Jacob, and Mark, Brian Shah, Mark Allen, Kraig; no objection. Send Lizzie's address to ARB.

*5E: Appointment of Committee Members.*

Brent appointed Val and Rachel to the Social Committee; no objection. He then appointed Brian Shah, Brian Strobel, Mark Allen, Val, Richard, and Brent to the DCR Revision Committee; no objection. He then appointed Ron Hay, Jacob, Laura, and Brian Strobel to the Landscaping Committee; no objection.

*5F: Schedule for Dues Letters.*

1: Dates. Dues of \$120 per lot were set at the Dec. 11 meeting, which means we have 6 months from that date in which we can legally file liens for non-payment, so the drop-dead date for liens would be June 10. We have 4 stages of letters that go out in increasing levels of insistence: initial, reminder, warning, and overdue. The latter says that liens will be filed within a week if payment is not received.

Richard proposed the following schedule:

- initial: Jan. 11
- reminder: Feb. 11
- warning: Mar. 11
- overdue: Apr. 11

Due date should be Feb. 28, with any necessary liens being filed by April 20.

2: Determining Contents. Richard provided copies of the letters that had been used last year and asked people who had suggested improvements to contact him directly.

3: Envelope Stuffing. Richard will have the initial mailing of a 145 letters printed by Sat. Jan. 11 and solicited assistance in stuffing the envelopes and mailing them. Many people agreed to help.

Brian Strobel departed.

*5G: Board Session Dates and Media.* Brent suggested March 17 at 7:30 PM via Zoom; no objection.

*5H: Other Business.* none

## **6. Announcements**

none

## **7. Adjournment**

Meeting adjourned at 9:01 PM.

Respectfully submitted,  
*Richard S. Russell*, Secretary