

Oakbridge Community Services Association

Board Minutes • 2025 May 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), and Jacob Specht; absent: Brian Strobel; also attending: Richard S. Russell (Secretary).

2. Adoption of Agenda

Accepted without revision.

3. Courtesy to Guests

3A: Introductions. no guests present

3B: Remarks. none

4. Reports

4A: President. Brent said he'd mainly been working on resolving bookkeeping issues

4B: Treasurer. Report appended.

4C: Secretary.

1. Minutes of Mar. 17. Approved as revised.

2. Database Backup. Richard asked that, if anyone was willing to serve as backup for administering the membership database, they should contact him to set up a Zoom meeting.

4D: Architectural Review Board. Mark reported that 2 appeals have come in. One is to replace a rear patio; it was approved today. The other deals with a garden fence and is still under consideration.

4E: Social Committee.

1: Garage sale. Our 3 adjacent associations are all having their garage sales on May 15 thru 17 (Thursday thru Saturday). Rachel suggested that we do the same. That met with general approval. She also has the big sandwich boards that could be used to advertise the sale.

2: 4th of July. Rachel said the fire truck has been confirmed. Val said she'd have some appropriate decoration for the neighborhood sign. Richard will bring both big and little flags, the former for big people to carry and the latter for little people to have. We'll have Costco food; several people will bring games.

4F: DCR Revision Committee. Brent noted that the committee met a couple of weeks ago and assigned responsibilities for researching legal counsel and investigating where legal documents were filed. The idea is that we should do as much as possible ourselves so we don't have to pay any more than necessary. Val has been in touch with a law firm that specializes in helping non-profit groups like ours. Mark had done a lot of research about our governing documents, which he had e-mailed out to the rest of the committee.

4G: Webmaster. Only actions have been posting notices of meetings and responding to posts requested by Board members.

4H: Facebook. Only actions have been posting notices of meetings.

4I: NextDoor. Only actions have been posting notices of meetings.

4J: Landscaping. Ron Hay had submitted a set of goals for the Landscaping Committee. He and Laura had done a tour of the neighborhood to see what needed to be

done. Tree and brush clearing along Tree Lane should be done in consultation with the homeowners whose property would be more exposed as a result. Ron wanted to do some remulching and flower culling in the garden area around the neighborhood sign, and Laura wanted to make the culled flowers available to anyone who wanted them. Val noted that there seems to be a kind of path near the sign that was eroding away and should be fixed. Ron wants to fill it in with dirt and plant grass.

Brent suggested that there should be some latitude to let the committee handle a reasonable amount of work on its own initiative without having to bring every little thing to the Board. There is a \$3,000 budget item for landscaping and trees.

There was some discussion of what trees needed to be taken out and in which order. Mark recommended contacting Boley Tree Service to get an estimate of what it would cost to remove certain trees. Val said we need to be sure to call Diggers Hotline to be able to avoid disturbing underground utilities.

5. Business

5A: Dues Letters and Liens. As of May 4, our bookkeeper, Julie Roach, reported the 6 lots for which dues had not been paid. Richard displayed them on screen but noted that 2 of them hadn't been on the previous list of non-payers and thus wouldn't have received a warning letter. There was some concern that perhaps letters had gone out to people they shouldn't have but not to those who should have gotten them. General consensus was that we shouldn't send out lien-notice letters until after we had reviewed the bank's deposit slips for people who had actually paid. Laura volunteered to do that after May 15, when her work duties died down after a tax-filing deadline.

Jacob suggested that we explore some kind

of on-line payment system that would involve direct deposit into our account. Rachel noted that a nearby HOA also has a PayPal account that members could pay into.

5B: Expanding Our E-mail Contact Lists. Brian Shah has set up new addresses with the oakbridge.community extension for treasurer, vice-president, and landscaping.

5C: Next Session. Tuesday Sep. 9 at 8 PM, via Zoom.

5D: Other Business. none

6. Announcements

none

7. Adjournment

Meeting adjourned at 9:30 PM.

Respectfully submitted,
Richard S. Russell, Secretary

Oakbridge Community Services Association

Treasurer's Report • 2025 May 6

Beginning Cash:

\$20,228.62

MARCH Income:

\$4,200

Expenses:

Check #1322 on 3/3 for \$1,060 to Lawn Care Plus for lawn services

Check #1323 on 3/20 for \$288.07 to city treasurer for water/sewerage service

Ending Cash:

\$23,080.55

APRIL Income:

\$1,695

Expenses:

Check #1324 on 4/18 for \$200 to Lawn Care Plus for lawn services

Ending Cash:

\$24,575.55