Oakbridge Community Services Association
Board Minutes • 2026 Nov. 9 • Draft A

1. Call to Order and Quorum Count

The administrative session, held via Zoom, was called to order at 8:06 PM by President Denton.

There were 4 Board members in attendance, constituting a quorum: Mark Allen, Brent Denton (President), Laura Schweitzer (Treasurer), and Jacob Specht; absent: Rachel Robillard and Brian Strobel; vacated: Valeria Davis-Humphrey; also attending: Richard S. Russell (Secretary).

2. Adoption of Agenda

Accepted without revision.

3. Courtesy to Guests

3A: Introduction of Members and Guests.
Guests: none

3B: Remarks by Guests. none

4. Reports

4A: President. Nothing other than occasional e-mails back and forth.

4B: Treasurer. Report appended. Approved as presented.

4C: Secretary.
1. Minutes of Sep. 14. Approved as submitted, including treasurer's report.
2. Handling e-mails. Mass notices approved by the Board were sent out to the 95 (out of 145) households for which we have e-mail addresses. Incoming queries from residents, realtors, etc. were routed to the appropriate Board members. Junk e-mails from management companies, financial firms, and non-profit advisors were ignored.
3. Notifying residents of meetings. Oakbridge residents should probably be notified of Board meetings, but there hasn't been any formal policy to do it, or when, or using what means of communication. It would be helpful to have a policy.

4D: Architectural Review Board. Mark said that there were new no requests to process. We don't have a mechanism for dealing with situations where people don't like what their nabors are doing, but if it's not a violation of the ACR, we have no jurisdiction and should remain neutral.

4E: Social Committee.
1. Leaf raking. Brent said there was a record turnout for leaf raking this past weekend.
2. Decorating Oakbridge sign. Do we want to solicit another member to decorate the sign for special occasions?

4F: Webmaster.
1. Change web vendor. We pay for our website once a year. We're contracted thru June of next year, when the price will go up from $60 to $75.
2. FAQ document on website. Brent said that we get certain questions fairly frequently, and it might be a good idea to have the standard answers to them on a FAQ page on the website. General agreement. Brent will generate a draft for everyone to review.

4G: Facebook. Brent posted notice of this meeting, leaf raking, zoning change, and Halloween hours.

4H: NextDoor. Richard did likewise, except for notice of this meeting.

4I: Landscaping. Laura reported no action. She has reached out to Ron Hay to find out what he'd like to have done. Jake said he

had drafted a policy for how the committee should operate, but there was little feedback on it. He'll send it around again. Richard volunteered to figure out how it would fit into Article 7 of the Bylaws.

5. Business

5A: Snow removal/lawn care contract. Proposal from Lawn Care Plus accepted without objection.

5B: Budget for 2027. Laura had drafted a proposed budget which maintained normal expenses, with allowances for anticipated increases. There were some tweaks. The revised budget will be presented for formal adoption at the December meeting.

5C: Delegation of committee duties. It would be good for committees to handle things in their own purview themselves, rather than require everything to go thru the Board.

5D: Date of next Board session. Those present were OK with Dec. 7 at 8:00; Dec. 14 would be a fallback date if the absent members had a problem with the 7th.

5E: Filling open Board seat. Val hasn't replied to questions about whether she was or was not officially leaving the Board, so the assumption was that she had vacated. Jake said we should start planting mind seeds now about people running for Board seats at the annual meeting in January.

5F: Policy on notifying members of Board sessions. It was agreed that, a week ahead of time, a notice should be posted on the OCSA website; it shouldn't say what's on the agenda but should say that anyone with matters for the Board to consider is welcome to attend and provide the link. There was no consensus as to whether we should also do the same via a blast e-mail, except for the notice of the annual meeting. Perhaps take a straw poll at the annual meeting.

5G: Other Business. none

6. Announcements

none

7. Adjournment

Meeting adjourned at 9:15 PM.

Respectfully submitted,
Richard S. Russell, Secretary