

**Oak Bluff Estates Phase 2 Homeowners Association  
Board of Directors Meeting**

**Minutes**

January 8, 2013

**Call to order**

President called to order at 7:15 PM

Present: Jim Michaud, John Reynolds, Janis Delman, Brian Johnson, Shannon Black, Dale Ricklefs, Kerri Hebert

**Committee Reports**

Architectural Committee discussion on need to take before and after photos of approved changes to document that the actual changes matched what was approved.

Communication Committee expressed need for expanded email blast list due to only 30% of association members having emails on file. Shannon will place request for emails on the entrance sign. Email database to only be used for blasts. Keep private from directory.

Discussion of resumption of newsletter. Need for it to be advertiser based and self-funding. Shannon and Jim to work on a sample. Discussion of stalled website improvements. Agreement that current website is not meeting the communities' needs. Suggestion made that committee research new free Google solution which would require all association members to obtain a Gmail account to use.

Social Committee reported on the Holiday Party. Successful in terms of turnout and feedback from attendees. HOA subsidized approx.. \$4700. Discussion on need to reduce expenses or raise ticket price in the future. Request made for committee to provide event financial reports going forward. Committee stated their goal is to keep the total expense for all small events less than \$1500/yr. Next planned event is the Easter Egg Hunt on March 24<sup>th</sup> at 2:00 PM.

Finance Committee request to see budget reports prior to the meetings for review. Kerri to provide to Dale in advance going forward.

Community report that the City of RR has hired a fulltime Neighborhood Liaison. John to provide Jim with contact info.

**New Business**

Discussion of a sample agenda format for future meetings.

Discussion of need for property management company to maintain centralized records for board review. This would include architectural change applications with before and after photos.

Discussion of creating an email blast with neighborhood peeves, e.g. trashcans left at curbside, barking dogs, political signs kept up post-election, door-to-door solicitations.

Need more frequent and better neighborhood drive-throughs to document violations. Request made to Property Manager to prepare a monthly report to the board of inspections, finances, delinquencies, etc.

Point made that we need to identify street lights that are out and push city to fix. Safety hazard.

The next meeting will be scheduled for 2/12/13 at Shannon Black's home

**Move to adjourn** by Dale, seconded by Janis. Motion approved unanimously. Adjourned at 9:00 PM