



Date of Meeting: 01/23/08 Time: 6:00-7:00 P.M. Location: Oxford Public Library

Minutes Prepared By: Dave MacQuaid - (Help from Peny Ward w/ recorded audio)

1. Purpose of Meeting

- General Meeting
- Old/New Business

2. Attendance at Meeting

<i>Name</i>		<i>Title</i>
Paul Galdes	(PG)	President
Dominic Pirocchi	(DP)	Treasurer
David MacQuaid	(DMAC)	Secretary
Peny Ward	(PW)	Member
Doris Trader-Moulden	(DTM)	Member

3. Meeting Schedule

- Call to Order
- Roll Call
- Secretary's Report:
 - Sent out Dec 07 meeting minutes for review. Some corrections needed. Corrections will be made and posted on the web site.
 - DTM –motions to approve minutes based on corrections
 - PW - 2nds motion
 - All in favor- all yeas
 - PG- I have a new member's contact information to add to the members list.
 - PW- Has a few new members to add to the list. All new members' information will be e-mailed to DMAC.
 - PW –motions to approve Secretary's Report
 - DTM - 2nds motion
 - All in favor- all yeas

President's Report:

Complaints: No complaints for this past month.



3. Meeting Schedule

Violations: Outstanding issues have been resolved.

Request: All requests this past month have been approved through e-mail.

PG- MAMC Transition: sent us the financials for 2007. We need to get that information to the auditor so he can get it started.

DTM- The insurance is paid up to date.

PW- Would like to contact the lawyer about the delinquent accounts.

DMAC –motions to approve President's Report

PW - 2nds motion

All in favor- all yeas

- Committee Report

DTM- Is searching for volunteers to plant trees in the Fall.

- Web Updates

Web sites are up and running.

PG- Would like the board members to set up Gmail accounts to keep email traffic in one location. This will help going forward with new members taking positions on the board so they can take over the email account and be up to speed.

- Architectural Committee

PW- We should be getting trees to plant, and we will need volunteers to help. This should happen around Fall of 08'.

We will have more info at a later date.

PW- Would like to contact Chester County Records to check status of empty homes and get contact information. There may be a small fee but this could help us get our records correct and up to date.

- A/L Requests:

Member 124592 requests an in-ground pool w/ fence (from NOV. 07)

No information this month

- Treasurer's Report:

DP- We received the financials from MAMC up to Dec 31st of 07.

DP- Received them late and is still reviewing the documents.

PW- We need to set up a bank account for capitol reserve funds that we receive. This will be in addition to the CD and general account. It will be either a



3. Meeting Schedule

savings or checking account. DP will find out what would be the best to set up.
PG- Will check with the lawyer about the delinquent accounts.
PG- Would like to have the financials up to date and the accounts set up by next meeting.

DMAC- Makes a motion to approve treasurers report

DTM- 2nds the motion

All in favor- all yeas

- Old Business:

Tabled

- Reserve Advisors:

PW- Received a letter back from Chester County Conservation District that stated we should check with Borough/Township Engineers to make sure we are not in violation with any ordinances before we start maintenance on the storm basin. They should check for major erosion also.

DP- The Borough may be asking some residents for a right of way behind their homes for a well they want to put in. This may be an issue in the near future.

- New Business

- DTM- What are we going to do with the files?

PG- Would like to store the hard copy files in a general location, not at one of the member's house. This will make it easy with board member transitions.

- PG- I would like to get all files scanned and put on a disc.

- DP- Would like to post the blueprints for Brookside Estates

DP- Makes a motion to put the development blue prints up on the HOA's web site for members to view.

DMAC- 2nds the motion

All in favor- all yeas

PG- would like to have a contingency plan in place for the BEHOA.

This will help when a member is absent and will keep things flowing.

PG- Would like DMAC to check into a storage facility for the documents and to see about scanning the files and putting onto disc(s) that can be stored in safe lock box.



3. Meeting Schedule

PW- We have to get a nominating committee together for the upcoming elections in June.

PG- Wants everyone on the board to forward any correspondence from/to members to go through PG for checks and balance so that we eliminate any confusion/wrong information being sent out.

- Next meeting date:

02/21/08 PG will make an agenda

PW –motions to adjourn meeting

DP - 2nds motion

All in favor- all yeas

Meeting adjourned

4. Action Items

Action	Assigned to	Due Date	Status
Meeting minutes	DMAC	asap	In process
Delinquency/violations	DP	TBD	
Reserve Advisors	DMAC/PG/PW	TBD	
Newsletter (winter 08)	PW/DTM	asap	

5. Next Meeting

Target Date:	01/23/08	Time:	6:00-8:00 P.M. EST	Location:	Oxford Public Library
Objectives:	General monthly meeting				