



Date of Meeting: 02/15/07 Time: 6:00-9:30 P.M. Location: Paul's House

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

1. Purpose of Meeting

- General Monthly Meeting
- Old Business/New Business
- Action Items

2. Attendance at Meeting

Name		Title
Paul Galdes	(PG)	President
Doris Trader-Moulden	(DTM)	Treasurer
David MacQuaid	(DMAC)	Secretary
Kathy Curry	(KC)	member
Peny Ward	(PW)	member
Greg Jadlocki	(Greg)	MAMC

3. Meeting Schedule

- Call to Order
- Roll Call
- Treasurers Report

Bills that were paid: Attached statement Greg sent

1. MAMC was paid for three months
2. 12 delinquent members (\$62.50)
3. Question on the year end report for 2006 (balance negative \$650.00)

MAMC said that was pretty good considering all that had transpired.

KC-Motion to approve the treasurers report

DMAC-Seconds the motion

All in favor- all yeas

- Secretaries Report:

DMAC received member /account number from MAMC

DMAC went through all past meeting minutes and replaced information considered confidential with account numbers.



3. Meeting Schedule

DMAC- wants everyone to review updated minutes before viewing on WEB site.

PG- some format issues with the minutes? DMAC will review/correct as necessary.

KC-Motions to approve secretaries report

DTM-Seconds the motion

All in favor-all yeas

- Presidents Report:

PG- Made progress-sent out billings. Questions about the payment method.

The yearly assessment is \$300.00 payable in two installments or one lump sum. \$150.00 in March and then \$150.00 by June 1st.

No reminder letter will be sent for the June due date. (write it down)

PG- WEB updates need to be improved.

DTM will learn how to update the WEB as not to bother Kevin every time we want to make a change.

PG- committees need to be formed ASAP

PG- address fees, fines, and over due issues

PG- clear up confusion about monthly meetings (when, where and type)

PG- It would be great to get the members preferred contact method.

To help the board communicate as quickly as possible with all members.

PG- We still need to get the Drainage basin engineering report to better understand the condition of the areas we are responsible for.

We have received several quotes from various Engineering firms that do this type of inspection.

Which one do we go with?

The inspection will cost \$2,000.00 and will provide a new detailed inspection from a certified engineer. GJ recommended Reserve Advisors for a fresh set of eyes and they also have had go experiences with them. This will be a big factor on budgeting going forward.

PW- makes a motion to approve Reserve Advisors quote and initiate the inspection. GJ will contact them and set up an appointment.

DTM- seconds the motion



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All in favor-all yeas

Approved.

KC- makes a motion to approve Presidents report

PW- seconds the motion

All in favor-all yeas

- Old Business:

Committee list- we need to create a few committees to start off with

PG- would like to start an A/L committee

DMAC- we have a few members that are volunteering to serve on a committee.

GJ- there is usually no more than 7 and no less than 3 members on a committee/ 5 is preferred.

The board is trying to figure out how to get volunteers for the committees. Ideas of contacting members were discussed. Create a committee and explain what is expected from the members and how long of a duration, so the member can decide yes or no.

PG- A blanket notice should be sent out so that we can receive feedback from all members.

March 15th the nominating committee needs to be formed.

PW- (90 days committee is formed, 60 days for a list of names, 30 days for members to make decision.) Time frame.

PG- Wants DMAC to create a list of members that expressed interest in volunteering for committees and for a position on the HOA Board.

KC- will head up the A/L committee

GJ- (Committees will report to the board and create there own meeting minutes. The Board will review content and ensure the governing documents are being met.)

GJ- Suggests the board adopt a guideline for future additions to homes in Brookside.(ensuring they meet borough requirements and are aesthetically pleasing.)

Much discussion with input from GJ on common practice.

PW- Makes a motion to adopt a resolution to set a precedence for additions to homes that set boundaries from property lines,

Where as 10 feet from either side, 15 feet from the front and 20 feet



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from the back of the property will be the boards guideline for requests of additions.

DMAC seconds

All in favor- all yeas

GJ will draw up the resolution.

PG- A/L request received needs to be voted on. The request for an addition for a garage. All required information is in order.

DMAC- Makes a motion to approve an A/L request (member 124583) for an addition of a garage with a full bath above it.

PW- seconds

All in favor- 3 yeas, 1 No

PG- will notify the member

PG- A/L request for a fence for member 124586

KC- makes a motion to approve the fence

DTM- seconds

All in favor- all yeas

GJ will notify member

PG- A/L request for a shed (member 124566)

This member is in violation, trees were cut down from the rear of the property and never replaced. The member needs to correct this violation before we can review the shed request.

PG wants to draft up a letter stating the situation and would like the member to respond with a resolution to this issue. We can give them some guidelines to help them replace the barrier. (at least 3-5 feet tall evergreens, Homeowner can have choice with exact type but must be an evergreen). We want to resolve this violation and are willing to work with the homeowners.

KC- motions to deny the request for a shed because of a current violation.

DMAC- seconds

All in favor- all yeas

GJ- will draft a letter for the member

PG- member 124547 Letter sent to member in violation for a fence with no documentation.

This fence was approved by the builder, and the member tried to get the



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documentation from his lawyer but never was produced.

The board would like the member to fill out an A/L request form so that the board can approve and have a record for the files.

PG- We need MAMC to send out a final notice to pay the \$62.50

Fines will be retroactive from original due date.

PG- Mission Statement- we all had time to review the mission statement, any questions/concerns?

All fine.

KC- Makes a motion to approve the new Mission statement.

DMAC- seconds

All in favor- all yeas

PG- We need to get the mission statement on the WEB site.

PG- Standards and Procedures- Concerns about Rules and Regulations Compliance Resolution from 2004.

PW- There was no signatures on this resolution, Why?

The resolution was about assessments/fees and the procedure.

PG- wants to review all of these documents and address conflicting information and stream line the documents.

PG- We will set up a meeting with Gail from MAMC to have her help us with the rules and regulations and make necessary changes/updates.

Everything else is tabled for next meeting to discuss.

Meeting adjourned

4. Action Items

<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Status</i>
Meeting minutes	DMAC	ASAP	In process
Set up meeting with Gail from MAMC	PG	ASAP	In process



5. Next Meeting

Target Date:	03/15/07	Time:	6:00-8:00 P.M. EST	Location:	Oxford public Library
Objectives:	Address tabled items				