



**Date of Meeting:** 10/16/08      Time: 6:00-7:00 P.M.      Location: Oxford Public Library

**Minutes Prepared By:** Peny Ward

### 1. Purpose of Meeting

- General Meeting
- Old/New Business

### 2. Attendance at Meeting

Name		Title	
Paul Galdes	(PG)	President	
Peny Ward	(PW)	Treasurer	
David MacQuaid	(DMAC)	Secretary	
Doris Trader-Moulden	(DTM)	Member	
Dominic Pirocchi	(DP)	Member	not in attendance

### 3. Meeting Schedule

- Call to Order
- Roll Call
- Treasurer's Report:
  - PW: Payments Made: Lawn Care
  - Tree removal
  - Reimbursements
  - Payments Received: Two accounts that had been outstanding are now paid in full
  - One account has been turned over to the attorney for collection
  - DMAC – motions to approve Treasurer's Report
  - DTM - 2nds motion
  - All in favor- all yeas
- Secretary's Report:
  - DMAC: Sent out August 08 meeting minutes for review. Once approved



### 3. Meeting Schedule

they will be posted on the Web site.

- A sheet detailing all motions and votes made via email was presented.

PW – motions to approve minutes for August.

DTM - 2nds motion

All in favor- all yeas

- President's Report:

PG- Complaints – A few complaints since the last meeting.

Member sent an e-mail stating that edging/trimming is not being done in the open space. The contractor has been contacted.

A complaint was received regarding a member's lawn not being mowed. A letter was sent to the homeowner in question.

A question came in via e-mail about political signs. Question was addressed.

PW mentioned a letter from the IRS relating to 2007 taxes being filed. PG has been in contact with the CPA and has received a list of documents that are needed for the 2007 taxes to be wrapped up.

- Architectural Committee Report:

All architectural requests that were submitted have been approved via e-mail. Requested items were for sheds and a fence, and regrading of a swail. Letters have all been sent homeowners.

- Community Events Report

Brookside Estates tree planting scheduled for October 18th.

- WEB Committee Update

An area of the website listing classified ads for Brookside Estates Members was discussed.

DTM – Motions to have classified ads on website

DMAC – 2nds the Motion

All in favor – All yeas



### 3. Meeting Schedule

- New Business

2009 budget submitted for approval. Discussion of year-to-date expenditures versus 2008 budget amounts.

DMAC – motions to approve 2009 Budget  
DTM - 2nds motion  
All in favor- all yeas

Paul Galdes submitted his letter of resignation to the Board. The letter was accepted. PW suggested that DMAC take over the role as President, and have the Secretary/Treasurer positions handled as one officer position to be filled by Peny Ward. The By-laws provide for this.

PW – motions to have DMAC assume the President's role and for the Secretary/Treasurer duties to be performed by PW.  
DTM – 2nds motion  
All in favor – all yeas

There was a discussion regarding how to fill the Board position that is now open. The By-laws state that vacancies will be filled by a vote of the Board to “serve out the unexpired term of the predecessor.” DMAC asked about having Louis Alexander fill in for the remainder of PG's term. DTM said she has spoken to him in the past about getting back on the Board.

DMAC – motions to ask Louis Alexander to fill the unexpired term of Paul Galdes.  
PW – 2nds motion  
All in favor – all yeas

- Next meeting date:

2/18/09 - DMAC will make an agenda.

PW –motions to adjourn meeting  
DTM - 2nds motion  
All in favor- all yeas

Meeting adjourned



### 4. Action Items

Action	Assigned to	Due Date	Status
Meeting minutes	PW	<b>ASAP</b>	In process
2007 Audit/Taxes	PG/PW	<b>ASAP</b>	In process

### 5. Next Meeting

Target Date:	2/18/09	Time:	6:00-8:00 P.M. EDST	Location:	Oxford Public Library
Objectives:	General quarterly meeting				