



**Date of Meeting:** 11/16/06      Time: 6-7:30 P.M.      Location: Oxford Public Library

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

## 1. Purpose of Meeting

- Review Officer reports
- Review member concerns/e-mails
- Update members on MAMC
- 2007 Proposed Budget

## 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	(GJ)	MAMC

## 3. Meeting Schedule

PG: Gave a brief overview of the meeting saying everyone should have received an agenda, and the board will conduct its business with no interruptions. There will be an open forum at the end of the meeting for questions and answers. The meeting is also being recorded for minutes.

- Roll Call (all from section 2)
- Presidents Report

PG: Landscaping contract is a 2 year contract

Snow removal contract has been awarded to Alvin (Having the same contractor to landscaping and snow removal was reasoning.)

Met with MAMC agreed to go into negotiations about contract.

Result was a year contract ending Dec. 31, 2007 with 6 months almost Completed.

Outstanding violations will be reviewed tonight.

Some members have not paid the \$62.50. They will have 10 days from



### 3. Meeting Schedule

receiving their late letter.

- Treasurer- Financial Report-update

DTM: Received financial report from MAMC

Oct 26 check cut to Jamie (lawyer) \$1,036.00

We still owe Alvin for 2 more cuts.

2 homeowners have paid the \$62.50

34 homeowners have not paid the \$62.50

Various violations \$55.36

Unit 124571 has balance of \$4,117.34 that has been turned over to attorneys.

- Secretaries report:

10/23 minutes have been reviewed and will be corrected for approval.

PW has minutes from 11/06/06 that will need to be reviewed

Duties List: review and correct/approve as needed

Member List: combine address with lot numbers.

- E-mails and WEB update

New e-mails: (1 new )A/L request Unit 124618 for a shed everything looks good

PW: motions to approve A/L request for Unit 124618

KC: 2nds

All in favor: all Yeas

Letter will be sent by MAMC to home owner

PG: Has new e-mail address he would like everyone to use

- Old Business

GJ: nothing new from MAMC all letters have been sent out for violations

PG: Letter for HOA from PG keeping members informed

Part of the letter will have an information area to fill out and send back to the board for records. (email address, best ways of contacting, etc.)

PG: GJ to review the declarations from initial turn over from the builder to what the elected terms should be.

PG wants to have turnover on the board to keep it fresh.

PG: Introduces Member 124515 for town watch information.

Handed out flyers describing what it is about.



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Wants to try and stop a problem before it even happens.

Talk to your neighbors; let them know if you will be away for an amount of time (vacations etc.) Also let the Oxford police know and they will keep an eye out.

Wants a list of contacts (members) that are interested

PG: Said it is a great idea and we will help get contacts/committee list created

- Mission statement

PW: created a mission statement for review, handed out hard copy.

Everyone reviewed it and looked to be fine, but will be a work in progress.

- Standards and Procedures

GJ: Initial capitol income – review at next meeting

- Committees

PG: Start collecting ideas for Committees

Landscaping, WEB, Open space, Town watch, etc.

- Open Forum

PG: Floor is open for question from members.

Member 124556: Does she need to pay the \$62.50

PG: Yes, We are in a binding contract with MAMC and will need to pay for their services.

PG: Mentioned that we went into negotiations with MAMC and the outcome was a reduction in length of contract from 2 yrs to 1 year with 6 months already paid.

Member 124519 mentioned previous management companies that Brookside decided to hire and the dues that were required to pay. She also mentioned what the previous board tried to accomplish in regards to clean up and committees, etc. Some members do not have internet access, so an alternative communication link will need to be established.

Member 124556: Do previous fines need to be paid/status?

PG: Yes, Violations/fines were frozen until the new board could review.

MAMC has sent out violation letters.

Member 124560: Will the board follow the documents, inspections all the duties required?

PG: yes, it is the board's duty to uphold the documents. Members should read and understand all the governing documents so everyone is on the same page.



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Member 124560: Are the fines for the Unit 124571 property still owed?  
 PG/GJ: yes, we put a lien on the property title so when it sells we will recoup our legal costs.

PG: PW is creating a FAQ for the web site to help aiding members with requests.  
 Send requests to MAMC for proper review and MAMC will contact the board.

Member 124556: A/L request-Is it just the board that will determine approvals?  
 PG: Major changes will need to go through the borough for permits/zoning, Final review of request will go through the board that will refer to the governing documents for approval/denial.

Member 124583: Can we update the old documents?  
 PG: Only if we get 90% of votes.

Unknown member: Is there monies set aside for the retention basins?  
 PG: yes, we have a reserve budgeted in to the annual assessment for maintenance.

Member 124610: Understands what the board is going through and is pleased with direction he sees the HOA going.

Member 124591: Who determines what area of the open space is cut?  
 DTM: The landscaping contract has pre-determined areas to cut.  
 We will look into adding areas to cut.  
 PG: Any further questions?

- Meeting adjourned

### 4. Action Items

Action	Assigned to	Due Date	Status
Meeting minutes	DMAC	asap	In progress

### 5. Next Meeting

Target Date:	12/21/06	Time:	6:00-8:00 P.M. EST	Location:	Oxford public Library
Objectives:	Meet with MAMC; Address tabled items				