

OAK HILLS HOMEOWNER'S ASSOCIATION
Board Meeting Minutes
May 12, 2021

Board members Present: Tom Dominy, Rod Karg, Dana Suverkrop, Fernando Munoz and Todd Fridey

Tom called the ZOOM meeting to order at 7:14 pm.

1. Establishment of Quorum (5):
 - a. A Quorum was established.
2. Agenda:
 - a. Approval of Agenda – Motion to approve agenda. Rod/Todd. Motion carried.
3. Minutes:
 - a. Approval of April 14, 2021 Regular Session Minutes. Motion to approve April 14, 2021 Regular Session Minutes. Dana/Todd. Motion carried.
 - b. Approval of April 24, 2021 Executive Session Minutes. Minutes were not submitted. Tabled for next Board meeting.
 - c. Approval of the May 4, 2021 Annual Meeting minutes. Motion to approve May 4, 2021 Annual Board meeting. Fernando/Todd. Motion carried.
4. Public/Board Comments
 - a. None
5. Correspondence:
 - a. Tom received an email from a prospective homeowner buyer asking about the HOA. Tom responded to his questions.
 - b. The Board received an anonyms letter regarding dirt bikes riding along Charter Oak and Arrowleaf Trail. A letter will be sent to offending homeowner.
 - c. A homeowner sent an email to the Board regarding the project on Foxtail. It was suggested that the homeowner put up safety signs on Charter Oak Blvd.
6. Election of Board Officers and S
 - a. Tom nominated himself for President. Fernando motioned to elect Tom Dominy as President of the Oak Hills Homeowner's Association. Dana seconded the motion. After discussion, a vote was taken and the motion carried.
 - b. Tom nominated Fernando for Vice President. Todd motioned to elect Fernando Munoz as Vice President of the Oak Hills Homeowner's Association. Dana seconded the motion. A vote was taken and the motion carried.
 - c. Rod nominated himself for Treasurer. Todd seconded motioned to elect Rod Karg as Treasurer of the Oak Hills Homeowner's Association. A vote was taken and the motion carried.
 - d. Dana nominated himself for Secretary. Todd seconded motioned to elect Dan Suverkrop as Secretary of the Oak Hills Homeowner's Association. A vote was taken and the motion carried.
 - e. Todd motion to remove the signature privileges of Renate Harvey and Barbara Gulley from all Oak Hills Homeowner's Association bank accounts and to add signature privileges of Dana Suverkrop and Rod Karg to all Oak Hills Homeowner's Association bank accounts. Rod seconded the motion. After discussion, a vote was taken and the motion passed.

7. Reports:

a. Maintenance

1. Tom updated that Mitch has resigned his Maintenance position. Steve has been filling in the position of maintenance while the Board seeks to fill it.

b. Budget/Utility Report

1. The monthly Budget report for April 2021 was presented. Rod motioned to accept the Budget report as presented. Todd seconded the motion. After discussion, a vote was taken and the motion passed.

c. Financial Report Review

1. Rod and Tom attested that they have reviewed the April 2021 financial documents and reports.

d. Administrative Report -

1. Steve reported that he has purchased the spa replacement pump. Todd made a motion to move \$939.99 from Reserve Account to General to cover the Reserve item expense. Dana seconded the motion. After discussion, a vote was taken and the motion passed.
2. Steve reported that he just received the draft copy of the Financial Review from the accountant. He is waiting for 2020 YE JE's to be entered so he can verify the review.
3. Steve reported that he has arranged someone to monitor the pool chemistry while he is away as well as Flawless to check on the bathrooms twice a week.
4. Steve reported that the proposed Tennis Court Policy has been mailed to the homeowners for review.
5. Steve network bridge is on hold due to scheduling. Will be shooting for early June.
6. Steve reported on the pool pump situation.

e. Greenbelt - Rod

1. Rod reported that mowing starts first week of June followed by Cal Fire for weed whacking.
2. Landscaping committee has reviewed the neighborhood and have reported those in violation of the Landscaping Policy. The addresses have been updated with the violations. Rod motioned to send out Landscaping Violation letters to those homeowners in violation of the Landscaping Policy. Todd seconded the motion. After discussion, a vote was taken and the motion passed.

f. Executive Sessions Actions

1. Tom reported on the executive meeting held on April 24th. There were not motions.

8. Old Business

a. Weekend Pool Maintenance Position

1. The Board discussed the weekend position criteria and age restriction on handling the pool chemicals. Todd said that we need to follow the Monterey County Health Dept. guidelines. Todd will redo the advertising to lower the age requirements.

b. Pool and Spa automatic chlorine and chemical feeder for the pool and spa.

1. Steve will report back to the Board with more information once he obtains it.

c. Proposed rules and policy for regulation of the tennis courts.

1. Homeowner's will have 30 days to review the proposed policy. After the 30 days, the Board will be able to vote in the new policy at the June 9th Board meeting.

9. New Business:

- a. None

Adjournment – The meeting was adjourned at 7:47 PM. Todd/Rod
Next General Meeting Date – June 9, 2021 via ZOOM, 7:00 pm