

2009 Annual Meeting Minutes

The annual meeting of the SW Oak Creek Homeowners' Association (HOA) was held on Sunday, September 13, 2009, in the 28th Place cul-de-sac. The meeting was called to order at 5:15 pm by Board President Janine Blatt. A quorum was present.

The following agenda items were discussed:

(1) Annual Budget Report: Treasurer Mary Kiriakedis presented the annual budget report. A one-page budget was discussed and copies made available for all meeting attendees. Ms. Kiriakedis reported a total bank account balance of \$3,043.51 as of August 31, 2009, and discussed specific line items of the past year's budget. Ms. Kiriakedis and Ms. Blatt also reported on the projected budget for September 1, 2009 through August 31, 2010. It was moved and seconded that the budget be approved in its entirety. This motion passed with no objections.

(2) Upcoming Maintenance/Landscaping Needs: Ms. Blatt and Ms. Kiriakedis discussed both current and foreseeable maintenance needs for the HOA. Discussion items included maintenance and possible replacement of the two Oak Creek signs; formation of a "sign" committee to address the replacement of the old signs and the design of new signs; planting of a new tree and encouraging ivy re-growth in the new fill along the berm on SW Stephenson; HOA involvement in the maintenance or landscaping of Tract A is voluntary only and is limited to mowing of the grass for weed suppression. It was reiterated that the planting of flowers, the abatement of blackberry bushes and the removal of one or more dead trees on Tract A is the responsibility of the Tract A owners, not the HOA. It was also clarified that the maintenance and replacement by the HOA of fencing in the neighborhood is limited to the fences bordering SW 27th and SW Stephenson; other fences are the responsibility of adjoining homeowners.

(3) HOA Website: The HOA website can be accessed at: www.swoakcreekhoa.com. The website includes links to the following: name, phone number and email address for each of the HOA Board members and Architectural Control Committee members; HOA Bylaws and HOA Covenants, Conditions and Restrictions (CC&R's); Annual Meeting agenda and minutes; and home improvement vendor/contractor recommendations.

(4) Architectural Control Committee and the Architectural Review Process: The architectural review process and the function of the ACC are delineated in the HOA Conditions, Covenants and Restrictions (CC&R's). The CC&R's require that all homeowners within the HOA seek and obtain approval of the ACC prior to initiating any exterior change to their property. Homeowners should refer to the CC&R's for specific details and requirements. In general, however, the process requires that a homeowner submit their proposal for change and a sample of proposed material to the ACC. The ACC will review the proposal and material, and advise the homeowner of the approval or rejection of the proposal. If an emergency situation arises, ACC approval is still required but can be sought and obtained in an expedited manner. The current ACC members are David Amonson (Chairperson), Kathy Alvey, John Blatt, Stephen Smith and John O'Malley.

Handouts were provided at the Annual Meeting of a document entitled: "How to Get Approval from the Architectural Control Committee in Three Easy Steps". This document can also be found on the HOA website, along with ACC member contact information and the CC&R's. A new addition this year to the document is a list of roofing products and roofing product colors that have already been approved by the ACC.

It was reiterated at the meeting that all changes by homeowners within the HOA to the exterior of their properties must be pre-approved by the ACC. This applies even if the proposed roofing product is on the list of pre-approved products, even if a home is being re-painted the exact same color, even if the change is not to the house but to the landscape or fencing, and/or even if another homeowner has previously received approval for the exact same paint color, siding, window, or roofing product.

It was also reiterated that any changes requiring ACC approval be submitted to the ACC one week in advance of the start of construction, painting, etc., to give ACC members adequate time to thoughtfully review and respond to a homeowner's request.

(5) Election of new Board Member: The conclusion of the term of office of Board President Janine Blatt was announced and volunteers were sought to join the Board. While no volunteers came forth during the meeting, Tami Jones stepped forward after the meeting. A motion was made and second to nominate Tami for the board position. A vote was taken by a show of hands, and Tami was approved as the SW Oak Creek HOA president.

(6) HOA Fees and Contacts: The annual HOA fee of \$75 will be maintained, with current fees due immediately to Ms. Kiriakedis. The HOA directory of homeowners, addresses, phone numbers, family members and email addresses will be updated with information provided by HOA members at the annual meeting, and a copy of the updated directory will be provided to all HOA households at a later date.

The meeting adjourned at approximately 5:40 pm.