

4100 FIVE OAKS HOA BOARD MEETING

23 MARCH 2020

CONFERENCE CALL NUMBER: (978)990-5000

CONFERENCE ACCESS CODE: 266959

AGENDA

Attendance/Quorum

Minutes, January 2019 Board meeting

Review Financial Reports

Balance as of 3/23/2020:

- Operating: \$10,881.47
- Reserve: \$84,198.86

2020-21 Budget

- Need 30day notice before we can increase dues

Homeowner work requests

- 4100 Five Oaks Dr. #9: Tree Branch Down

Violations of Rules and Regulations

Capital Projects:

- Lighting Project:
 - Clean up post lights and convert from High Voltage to Low Voltage → \$12,250.00 plus tax
 - Phase 1: Units 1-6 (left of entranceway) and Courtyard → \$8,546.26
- Additional Parking Spaces:
 - Not Paving: \$6,773.00
 - Paving: \$11,384.00
 - Removal of Timbers:
 - Parking Area 1 (Across from Units #2-6): \$750.00
 - Parking Area 2 (Across from Units #53-#58): \$800.00

- Parking Area 3 (Extension of Visitor Parking Next to Unit 13): \$700.00
- Parking Area 4 (Extension of Visitor Parking Next to Unit 18) \$800.00
- Tree Removal:
 - Parking Area 1: Waiting on Estimate
 - Parking Area 2: Waiting on Estimate

HOA Board Seats

Annual Meeting

- Need 15days notice before meeting can be held.
- Quorum = 1/10 → 6 votes
- Hold Meeting by Ballot (see Millcroft HOA example)