



A not for profit corporation

Board of Directors Meeting Minutes

Tuesday, February 6, 2024

Board Attendance:

	Name	Officer	Committee Head
X	Brian Stouffer (Dir)	President	
X	David Koehler (Dir)	Vice President	
X	David Sopczynski (Dir)	Treasurer	
X	Monika Rodriguez (Dir)	Secretary	Welcome Committee
X	Jeanie Smith (Dir)		Communication
X	Luke Stanczyk (Dir)		Communication
X	Dave Szymendera (Dir)		Social
X	Ken Brennan		Lake Management
X	Jason Hawkins		Landscaping

Brian called the meeting of the OHA Board of Directors to order at 7:32 p.m.

David Szymendera made a motion to approve the December meeting minutes as presented and the motion carried.

David Szymendera made a motion to approve the January meeting minutes as presented and the motion carried.

President’s Report:

- Oak Leaf new format looks great. Lock in schedule for Oak Leaf.
- Website billing needs to be transferred to Dave Sopczynski.
- Minutes have been updated on website, other than minutes approved at meeting.
- Need to investigate backing up of website.
- Reaching out to Matt Johnson about scanning bills, receipts, into google Docs. The last input documents were dated 2017.
- Email blast will be sent and include Easter Egg Hunt, Annual Meeting and Oak Leaf.

2023-2024 Meeting Date

March 5 April 2 April 22 (Annual Meeting)

Members Forum:

Nothing to report.

Treasurer’s Report:

- Bank statements and reports were sent out electronically.
- Five homes were issued final letters regarding liens being placed on their homes; three homes paid off balance, two homes will have liens placed on them.
- Ken asked about money in reserves versus capital funds and if the two accounts were comingled. David will open another account and make sure that the funds are separated; capital and operating.
- David Sopczynski recommends that a committee be set up to work on OHA assets and replacement plans.

- New advertisers will be billed. Need to make sure that the advertisers are included on the website.
- Monika made a motion to approve the expenditure of the \$4,189 Insurance Bill; Jeanie seconded, and the motion carried.
- Need to verify with QuickBooks that the \$500 fee is not an annual fee but a onetime fee.

Vice President's Report:

- David reached out to Steve May and Amy Ries from the Village regarding the Outlet; a preliminary design has been completed with several recommendations for combination of land acquisition and several easements to get a new pipe to Pasquinelli Drive. Currently there is no funding nor schedule for the proposal. Waiting to see if the proposal can be reviewed by OHA Board.
- The North entrance, east side, detention outlet is supposed to be replaced. It is Village property. TJs will still maintain edges around the naturalized retention and detention areas.

Committee Reports:

Lake Management Report

- A new pump was purchased. Ken explained that the pumps' life span is usually between 10-15years, with the fans having a lifespan of 10 years and the replacement kits for the pumps having a 3–4-year lifespan at a cost of \$119 each. Lake Charles has eight pumps, which were installed in 2007. Two pumps were replaced in 2020 and 2024. Six remaining pumps are over 10 years old (four put in service in 2013 and two in service in 2012). OHA must determine if the pumps can be considered capital expenditures as they have a lifespan for replacement.
- Algae is caused by sunlight, temperatures, and phosphorus. Ken showed the relationship between algae, algae maintenance, aeration, and solitude lake management.
- Ecosorb will be used to target phosphorus that is trapped at the base and the algae that is free flowing to hopefully eliminate it and eliminate algae growth.
- Ken will ask Solitude Contractor if they can present at the annual meeting.

Landscape Report

- North entrance lights, lo voltage light on east side, mice family living in junction box, may need to replace wires inside box. If not may need to replace boxes at a cost of approximately \$120. Jason will reach out to Village to see if they can rewire the entrance lights to work directly off the grid versus the streetlight. OHA does not have control over the electricity running to the entrance lights, as there is no transmitter.
- May will turn on water for watering flowers at entrances.
- The high school owns the fence between Oakwood homes and the high school parking lot/ fields.

Social Report

- Easter Egg Hunt scheduled for April 23rd. Dave will reach out to Vicky O'Malley.
- Will include a QR code for donations in all social activity signups.

Communications Report

- Luke will reformat the Welcome Letter.
- Directory letters need to be included in the Dues Notices that will be sent out.

Welcoming Report

- Six homes were visited.

Old Business

- Willowcrest Development Proposal updates:
 - Nothing additional to report.
- Outlet Update:
 - Nothing additional to report.

New Business

- Annual Meeting, April 22nd at Westmont High School
 - Potential Speaker(s) include Solitude, Tadas
 - Power Points to Brian
 - Proxy Forms need to be updated, printed, and sent to residence.

Public Comment

No public comment

Dave Szymendera motioned to adjourn the meeting at 9:20 p.m.