

Welcome Oakwood Meadows Homeowners April 8, 2019 Annual Homeowners Association Meeting

Please Sign-in

Place all ballots in the basket near the sign-in sheet. Thank you!!

A family friendly neighborhood

Page 1 of 34

www.oakwoodmeadows.org

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Oakwood Meadows

Agondo		and the second sec		
Agenda	1)	Meeting Call to Order	Page 3	
	2)	Comments from the President	Pages 4-5	1.00
	5 D.	a) Meeting Process		
		b) 2018 Recap	Sector Contraction	-
And the second s	3)	Treasurer's Report	Pages 6-9	
Maria	4)	Board and Committee Reports	Pages 10-29	278
Hone Hone of		a) Pond / Building		2
		b) Sub 2 Restrictions		
1429		c) Subdivision Front Monuments		
"A ANIMA IL		d) New Website		The Part
	*	e) Electronic Voting Consideration		
442		f) Spring Cleanup / Roads		Same
		g) Member Event		
	5)		Pages 30-32	3 144 [4]
		a) Candidate Introductions		
a star		b) Last Call for Ballots		
达派公司	i i	c) Meeting Suspended for Ballot Counting		Ref a
- Port and		d) Meeting Reconvened & Report-out of Election	Deve 00	
A R Sand	6)	Homeowners Open Discussion		The second
	7)	Summary and Meeting Adjournment	Page 34	All the second
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Meeting Call to Order

> Please Sign-in

• It's important that meeting attendance records are accurate.

Ballots

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• Please place all ballots in the container near the sign-in sheet.

Current Board

- **Jim Smalley** President and Board member since 2014.
 - **John Long** Vice President and Board member since 2015.
 - **Larry Wildt** Secretary and Board member since 2014.
- **Roy Meadows** Treasurer and Board member since 2014.
- **Robert Grand** Board member at-large since 2018.
- Jessica Popa Board member at-large since 2017.
- Leisa Thompson Board member at-large since 2014.
- Mark Zemko Board member at-large since 2015.

> Thank you for attending and voting.

The meeting will adjourn by 8:50PM in order to clear the room by 9PM.



Comments from the President

Meeting Process Reminder

• Please wait for recognition from the chair before expressing comments or wait until the open discussion section.

Voting

- The meeting will be suspended during the vote counting process and reconvened at the conclusion to communicate the results.
- The four candidates receiving the highest number of votes will serve a two year term per the Bylaws.
- Tie Vote
 - In the event of a tie for the final board seat up for election, the tie will be broken by a floor vote of those in attendance at this meeting entitled to vote, per the Bylaws.
 - Homeowner members in good standing get one vote per household.

Officers (President, Vice President, Secretary, Treasurer)

• The eight member board selects the four officer positions at the first board meeting following this annual meeting.



Comments from the President (continued)

Timeline - What happened at Oakwood Meadows during 2018...

- New board members were elected at the Annual Meeting on April 25, 2018.
 - John Long appointed to Vice President by the board.
 - Jessica Popa board member at-large.
 - Leisa Thompson board member at-large.
 - Mark Zemko board member at-large.
- Brian Canadi board member at-large. Resigned in early July due to moving.
 - Robert Grand On August 9th, Robert was selected and the Board voted to approve him to fill the vacated Board position for the remainder of the term.
- The board operated within the approved budget.
- All members dues were paid in full. Thank you!!
- Inquires to Board reported violations are all closed.
- Pond Treatment was completed.
- Park and Spring cleanup were completed.
 - Extensive fallen tree removals were completed.
- Sub 2 Restrictions review and vote was completed.
- Proposals for our front monuments were updated.
- Volleyball net was purchased for the central park.
- New website was implemented and is updated regularly by Robert.
 - Please checkout your website: <u>www.oakwoodmeadows.org</u>



Treasurer's Report

Details are posted on your website:

oakwoodmeadows.org

OMHOA Financial Statement for 2018 to 2019

Opening Bank Balance 4/1/2018	Checking	\$13,773.15
	Savings	\$16,530.77
	Total Beginning Balance	\$30,303.92
Deposits	Checking	\$14,900.00
	Savings	\$0.00
	Interest	\$7.62
	Total Available Funds	\$45,211.54
Expenses	Less Checking Expenses	\$15,160.97
	Less Savings Expenses	\$0.00
	Year End Balance	\$30,050.57
Year End Bank Balance 3/12/2019	Checking	\$13,512.18
	Savings	\$16,537.89
	Total	\$30,050.07



April 8, 2019

Treasurer's Report (continued)

Spending to Budget Review

Treasurer Report From April 1, 2018 to March 12, 2019

	2018-2019 Budget	2018-2019 Spending
Association Costs		
Insurance - 2018	\$1,600.00	\$1,561.00
Office Expense (supplies)	\$600.00	\$763.70
P.O. Box	\$70.00	\$70.00
Website	\$165.00	\$372.00
Michigan Annual Report	\$20.00	\$20.00
Bank Fees	\$0.00	\$66.89
Legal Fees - General	\$1,000.00	\$0.00
Mileage	\$0.00	\$0.00
DTE Energy	\$1,000.00	\$718.04
CPA	\$0.00	\$375.00
Management Committees		
Grass Cutting	\$4,200.00	\$3,170.00
Front Entrance Maintenance	\$300.00	\$325.00
Common Area	\$1,000.00	\$1,000.00
Brush & Tree Removal Brush & Tree Removal	¢1 500 00	¢1 500 00
Additional Funds	\$1,500.00	\$1,500.00
Spring & Fall Cleanup	\$1,000.00	\$1,155.00
Weed & Feed - 2018	\$500.00	\$454.36
Equipment rental	\$0.00	\$0.00
Emergency Maintenance	\$600.00	\$875.00
Park Improvement	\$500.00	\$122.48
Pond Committee		+
Weed Control - 2018	\$2,400.00	\$2,146.50
Water Testing		
Health Purposes	\$100.00	\$0.00
Fish	\$500.00	\$466.00
Misc Supplies	\$200.00	\$0.00
Operating Fund		
Leins Filed	\$0.00	\$0.00
Annual Picnic	\$0.00	\$0.00
Member Event(s)	\$400.00	\$0.00
	\$17,655.00	\$15,160.97



April 8, 2019

	Treasurer's	Report	(continued)
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Check Register

April 1, 2018 to March 12, 2019

Number	Date	Amount	Description
1418	4/3/2018	\$76.50	Permit for pond treatments
1419	4/9/2018	\$117.29	Postage for the annual meeting mailing
1420	4/9/2018	\$12.71	Reem of paper for the annual meeting
1421	4/15/2018	\$11.21	USPS Stamps
1422	4/17/2018	\$66.89	Huntington Fees
1423	5/1/2018	\$50.00	USPS stamps for mailing of the dues
1424	5/10/2018	\$65.99	DTE
1425	5/15/2018	\$69.94	Office Supplies (Labels, Envelopes)
1426	6/4/2018	\$28.19	Office Supplies
1427	6/4/2018	\$62.28	DTE
1428	6/17/2018	\$10.00	USPS stamps for dues reminder mailing
1429	6/29/2018	\$58.03	DTE
1430	7/19/2018	\$875.00	Normar (emergency tree cleanup)
1431	7/19/2018	\$1,425.00	Normar (Commons area cleanup)
1432		\$0.00	VOID
1433	7/21/2018	1,765.00	Lightening
1434	7/29/2018	\$200.00	Normar
1435	7/31/2018	\$39.30	DTE
1436	8/2/2018	\$122.48	Volley Ball Net
1437	8/7/2018	\$20.10	Post Office
1438	8/9/2018	\$390.00	Lightening
1439	8/21/2018	\$70.00	USPS PO Box Rental
1440	8/24/2018	\$1,705.00	Normar
1441	9/13/2018	\$375.00	BW Smith & Company
1442	9/18/2018	\$41.11	DTE
1443	10/2/2018	\$94.56	DTE
1444	10/2/2018	\$14.92	USPS - sub 2 restriction letters
1445	10/2/2018	\$20.00	SOM Annual Report
1446	10/2/2018	\$60.00	USPS - Mailing
1447	10/2/2018	\$250.00	Lightening
1448	11/2/2018	\$570.00	Lightening
1449		\$0.00	VOID
1450	11/3/2018	\$22.07	DTE
1451	12/5/2018	\$44.73	Sub 2 mailing
1452	12/5/2018	\$88.19	Sub 2 restrictions printing
1453	12/5/2018	\$72.45	DTE
1454	12/9/2018	\$372.00	website



Treasurer's Report (continued)	Number 1455	<u>Date</u> 1/2/2019	Amount \$1,561.00	Description Insurance - 2019
	1456	1/2/2019	\$845.00	Lightening
Check Register (continued)	1457	1/3/2019	\$98.08	DTE
CHECK REGISTER (Continued)	1458	1/3/2019	\$2,070.00	Aquatic Technologies - 2018 Treatment
Ameril 4 0040	1459	1/3/2019	\$76.50	Aquatic Technologies 2019 permit fee
April 1, 2018	1460	1/24/2019	\$454.36	D&G Nature - weed and feed
to	1461	2/6/2019	\$87.81	DTE
	1462	2/22/2019	\$55.00	Post Office
March 12, 2019	1463	3/4/2019	\$76.36	DTE
,	1464	3/4/2019	\$10.60	Printing Nomination letters
	1465	3/11/2019	\$94.32	Staples - office supplies
	1466	3/11/2019	\$466.00	Stoney Creek - fish
		Total	\$15,160.97	

Financial Review

- A financial review was completed by an outside firm for the fiscal year of April 1, 2017 to March 31, 2018.
- On September 4, 2018, B.W. Smith + Company, CPA, PC reported the financial review results with no findings; meaning we are operating in compliance.
- The next review will occur for the fiscal year April 1, 2018 to March 31, 2019. This will be scheduled and planned to be performed later this year.
- We will continue the annual financial review practice by an outside firm to ensure continued compliance with the Bylaws.



Committee Reports

Pond Committee - Roy

- The pond was last stocked with fish in May 2015. To maintain a healthy population of fish, we have ordered the following to be picked-up in mid-May:
 - ➢ 250 Blue Gill
 - ➢ 30 Large Mouth Bass
 - 25 Cat Fish
 - ➤ 8000 Minnows
 - --- Total cost was \$466 (under the \$500 budget) ---
- Water quality testing is planned to be performed in Mid-April, June, & August.
- Water treatment is planned to be performed as needed.

Building Committee - Jim

- Please be sure to contact the committee before you start. Thank you.
- We'll review all proposals for conflicts with the restrictions that might result in a violation.
- After our review is approved, you still MUST review your proposal regarding local township requirements.
- Any updates to the Building Committee members will be posted on the website.



Sub 2 Restrictions - Jessica

The Sub 2 Restrictions were written in 1974 and last updated in 1993. Over the past several years there have been many board (current and past), member, and committee meetings regarding updating the outdated Restrictions.

The vote held on December 11, 2018 was the first step in presenting one of the many proposed Restriction changes to the membership for decision. The focus of this proposal was to reduce the minimum required majority vote from 2/3 (meaning at least 43 members would need to vote yes) of the Sub 2 membership to 51% (meaning at least 33 members would need to vote yes).

The Board considered the historical challenges in obtaining sufficient member participation necessary to move forward with various matters over the years, as well as the administrative practicality of aligning with Sub 1's current simple majority voting requirement of 51%.

This recent vote was also a test of the concept of submitting individual sections or smaller groups of sections to the membership for voting on versus the entire Restrictions document as a whole.



Sub 2 Restrictions (continued)

Below is a summary of the results of the vote held on December 11, 2018:

Total ballots sent out - 64 Total ballots received - 35 Yes votes - 18 No votes - 15 Invalid - 2 (not signed) Ballots not returned - 29

An insufficient number of ballots were returned. Consequently, the total number of Yes votes failed to meet the 2/3 requirement of 43 needed in order to authorize the Board to proceed with the amendment as proposed. The Oakwood Meadows Board of Directors will continue to evaluate the Sub 2 restrictions as well as strategies for encouraging member participation.

Next Steps

Discussion on putting forth additional sub 2 restrictions for changes. Recommendation to continue/re-evaluate the effort post April 2019 and to encourage participation with the Sub 2 membership.



Front Entrance Committee - Leisa

Current Subdivision Entrance Monuments

The front monuments are the first impression of our subdivision. We have approval to update and improve.



- The brick monuments on Ponderosa and Daleview are from the 70's.
- In 2004, the signs were redone. The underneath wood is now starting to rot and many of the plants are old and dying.

Background

The board previously considered replacing all four monuments and moving them closer to 10 mile; relocating the electric and lighting too. While this idea provides more visibility and recognition, the cost was high. Therefore, it was decided to leave the monuments, electric, and lights in their current locations and update their look.



Front Entrance Committee (continued) Refresh the Front Entrances

- Reface all monuments and make them all similar size.
- Install new signs onto the top platform.
- The areas around the monuments would be updated with fresh plants, except for the trees.
- Committee is currently investigating ideas for both the monument stonework and signage look. A few examples / ideas of both are as follows:



Comparison Sign & Monument



Current Plan

Refresh existing brick monuments & install new sign onto platform top.

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Front Entrance Committee (continued)

Comparison of Different Stone Refacing Options



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Front Entrance Committee (continued)

Comparison Stonework



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Front Entrance Committee (continued)

Sign Ideas





Front Entrance Committee (continued)

Summary of the Plan

- Reface and refresh all four monuments in their current locations.
- The monuments will be adjusted in size to all be similar.
- New signs will be installed onto the top platform.
- The trees will be trimmed, as needed, and fresh plants will be planted.
- Fresh mulch will be installed to compliment the monument and sign colors.
- The lighting will remain as is.
- The board would like input from the membership in terms of both monument and signage.
 - Please send ideas, sketches, and contractor suggestions to: secretary@oakwoodmeadows.org



New Website - Robert

- Previous GoDaddy Site
 - Since coming on-board in August 2018, Robert has been maintaining our web presence with the previous GoDaddy design tools. After much discussion, evaluation, and reviews, he was given the go-ahead to switch to WIX, a cloud-based web development platform.
- New WIX-based Site
 - WIX is a more advanced website design system enabling our site to be more visually appealing, more consistent in layout, to add more features / functionality, and to provide much better long-term maintainability.
- December 26, 2018 Our New WIX-based Site went Live
 - The initial launch of our WIX-based site was intended to be as seamless as possible for the HOA membership. Thus, the overall flow is consistent with the previous GoDaddy website. In time, as the need or member desires warrant, updates designed to improve our global presence, communications, community spirit, or similar will be implemented.
 - A 3-year webhosting agreement saved money when compared to the previous GoDaddy expenses (approx. \$30 / year savings).
- Suggestions
 - Your support and opinions will help shape the future of our website.
 - Please share your thoughts and ideas by contacting us through the methods available on the website.



New WIX Site

HOME page

Gallery

Committee Reports (continued)

GoDaddy / WIX Website Comparison

Oakwood Meadows

HOMEOWNERS GALLERY BYLAWS AND RESTRICTIONS COMMUNITY

Welcome to Oakwood Meadows Subdivision

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IMPORTANT ANNOUNCEMENTS

Meeting Minutes Minutes for the August 9, 2018

Board Meeting have been posted.

2018 Financial Status

November 7 account balances: Checking \$20,006.65 Money Market \$16,530.15

A Treasurer's report as of

November 7, 2018 is available.

Previous **GoDaddy Site HOME** page

Thanks to all 100 members for paying their 2018 dues!!!

Green Oak Township Burn Permit

Information for local burn bans will be posted on the Green Oak Charter Township Facebook page at https://www.facebook.com/greenoakfd/. the Green Oak Charter Township web page at http://www.greenoaktwp.com/, or can be obtained by calling 810-231-3663.

Additional info can be found here.

Sub 2 Restrictions

The committee has completed an update to the restrictions for sub 2 that is ready to be presented to the sub 2 membership. The committee updated the restrictions based on the communities request to drive both of our subs restrictions closer together, membership input over the last few years.

Next step, is a general sub 2 membership meeting for sub 2 to review the modifications after the annual meeting.

Front Entrance

The committee has been looking at options for

Board of Directors Welcome to Oakwood Meadows Subdivision



A community of 100 homes nestled just west of South Lyon, Michigan.

OAKWOOD MEADOWS

A family friendly neighborhood, an excellent place to call home.

Bylaws & Restrictions

Current Subdivision Information

Financial Status

Board Meetings

As of March 12, 2019

Updated as of February 11, 2019

All Board meeting minutes and presentations are posted HERE

As of August 21, 2018

All members have paid.

2018 Dues

Thank you!!!

Treasurer's Page & Reports

\$13,512.18

Account Balances

Money Market \$16,537.89

Checking

Important Announcements

March 15, 2019 **All Homeowners**



There is an Annual Board Meeting on Monday, April 8, 2019 from 7pm to 9pm at the Green Oak Township Hall located at 10001 Silver Lake Road.

Return your board member election ballot in the mailing envelope which is pre-addressed to PO Box 373, South Lyon, MI 48178. If you are unable to attend the meeting, please mail your completed Ballot in the enclosed envelope by April 4th, 2018, to OMHOA, P.O. Box 373, South Lyon, or deliver it sealed to a current Board Member to take to the meeting on your behalf.

Details about the ballot and voting process can be found HERE. Ballot counting and announcement of results will be at the annual board meeting on April 8 - Please attend.

PLEASE VOTE, THIS IS YOUR SUBDIVISION.

Go To All Announcements...

Subdivision Roads

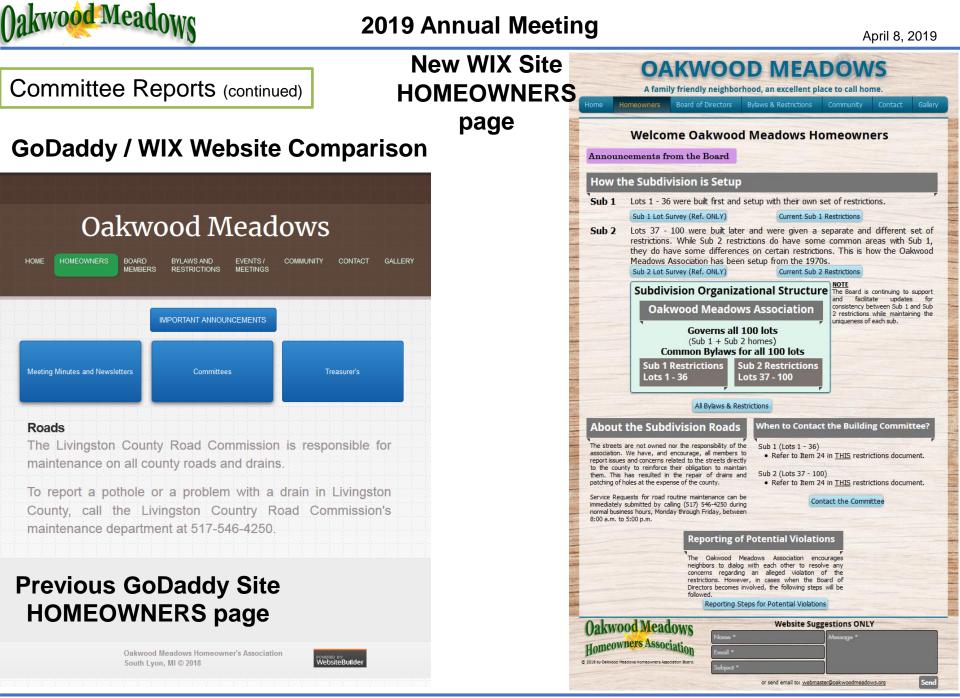
The streets are not owned nor the responsibility of the association. We have, and encourage, all members to report issues and concerns related to

Front Entrances

The committee has been looking into options for the front entrances, getting recommendations, and cost estimates from vendors. The current Sub 2 Restrictions

The committee has completed an update to the restrictions for sub 2 that is ready to be presented to the sub 2 membership. The committee

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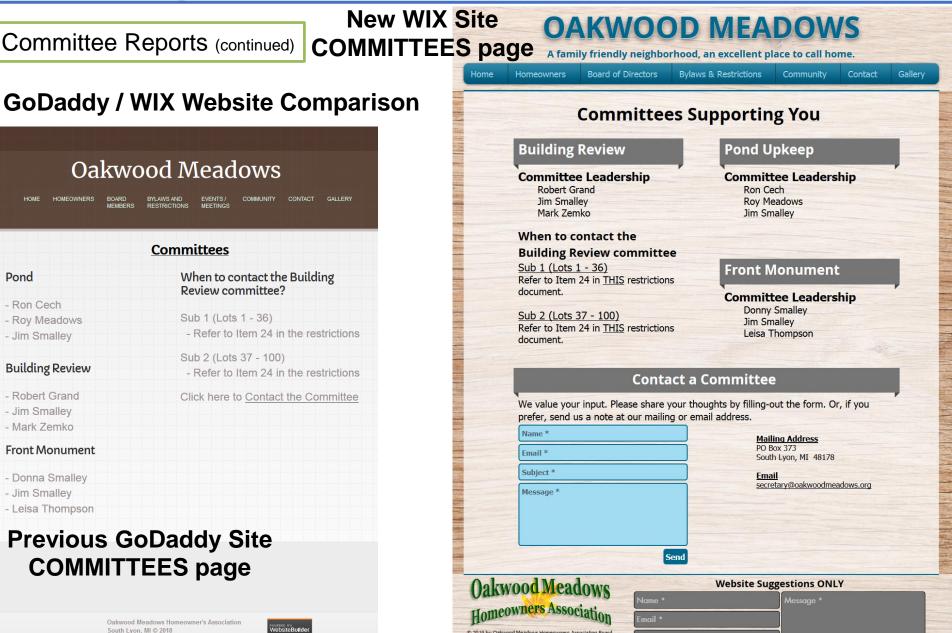


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Pond

2019 Annual Meeting



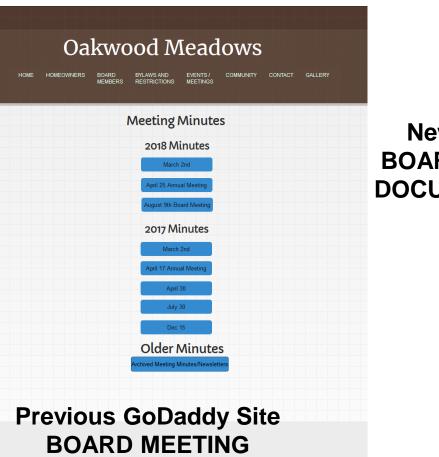
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© 2019 by Oakwood Meadows Homeowners Association Board



Committee Reports (continued)

GoDaddy / WIX Website Comparison



me Homeowners Board of Directors Bylaws & Restrictions Community Contact Gal View Board Meeting Presentations & Documents

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	2019 Meetings	2018 Meetings	2017 Meetings
	April 8 Annual Mtg Minutes	August 9 Board Meeting	December 15 Board Meeting
	April 8 Annual Mtg Presentation	April 25 Annual Mtg Minutes	July 30 Board Meeting
	January 9 Board Meeting	April 25 Annual Mtg Presentation	April 30 Board Meeting
New W	/IX Site	Februay 16 Board Meeting	April 17 Annual Mtg Minutes
BOARD	MEETING		April 17 Annual Mtg Presentation
DOCUME	NTS page		March 2 Board Meeting
	2016 Meetings	2015 Meetings	2014 Meetings
	December 15 Board Meeting	November 4 Board Meeting	December 11 Board Meeting
	September 28 Board Meeting	August 2 Board Meeting	November 8 Board Meeting
	August 28 Board Meeting	May 3 Board Meeting	October 22 Board Meeting
	July 28 Board Meeting	April 16 Annual Mtg Minutes	October 8 Board Meeting
	June 12 Board Meeting	April 16 Annual Mtg Presentation	August 20 Board Meeting
	May 24 Board Meeting	March 18 Board Meeting	August 12 Board Meeting
	April 18 Annual Mtg Minutes	February 3 Board Meeting	July 21 Board Meeting
	April 18 Annual Mtg Presentation		July 15 Board Meeting
	April 12 Board Meeting		June 3 Board Meeting
	February 25 Board Meeting		May 6 Board Meeting
			April 15 Annual Mtg Presentation
			April 1 Board Meeting

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DOCUMENTS page

South Lyon, MI © 2018

WebsiteBuilder



Electronic Voting Consideration - Robert

To encourage member participation, the board is considering adding electronic voting as an option for future ballots.

As stated in the Bylaws passed on October 22, 2014, in Article III, Section 3.03 Voting, **electronic voting is already an approved method**:

3.03 <u>Voting</u>. All votes of the membership shall be anonymous. Votes may be cast in person, in writing duly signed by the designated voting representative, or by any other means allowed by the voting procedures adopted by the Association for a given vote, provided they meet 3.02. Any proxies, written votes or other votes cast by means allowed hereunder must be filed with the Secretary of the Association at or before the appointed time of each meeting of the Owners of the Association or voting deadline if no meeting held. Votes may be cast by mail, fax, delivery, **electronically**, or any other method approved by the Association in advance of the vote. Cumulative voting shall not be permitted.

ElectionRunner.com

An electronic voting system allowing for secure, online elections used by school boards, businesses, and non-profit organizations.

The electronic voting system is secure, easy to use, efficient, mobile ready, and ballots meet the global standards for world wide web accessibility (WCAG 2.0).



Electronic Voting (continued)

Oakwood Meadows Homeowners Association

2019 Board of Directors Ballot

Welcome to Oakwood Meadows electronic voting. Please only cast your ballot when you are 100% ready. Thank you!!

Board of Directors

In accordance with the NONPROFIT CORPORATION ACT 162 of 1982, the Board of Directors will be elected by popular vote to serve for a term of two years. Officers (President, Vice-President, Secretary, Treasurer, Members at Large) will be selected among the new Directors at the first Board Meeting following the election.

Please select <u>UP TO FOUR (4)</u> of the following candidates for the Board of Directors.

Selec	Select up to 4 options				
\bigcirc	Robert Grand				
\bigcirc	Roy Meadows				
\bigcirc	Jim Smalley				
0	Larry Wildt				

Sample 2019 Ballots

Proposed Dues for 2019

YES

\$150 annual dues per member address. Are you in favor of the proposed dues for 2019?

I AGREE to the proposed dues for 2019.

NO I do NOT AGREE to the proposed dues for 2019.

Submit Vote

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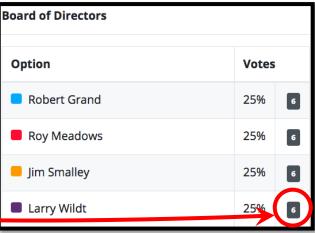


Electronic Voting (continued)

 All elections will remain anonymous as required under the by-laws.

Summary results of elections ONLY. —— No individual voting data is collected.

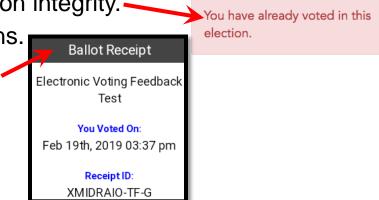
Sample 2019 Ballot Results



2) The election administrator can **NOT** see the results until the end of the election.

▲ This election is configured to hide the results until after the election has ended.

- 3) Automatic member in good standing verification and fraud protection.
 Unique Voting ID and Password for each member household.
 Conly one vote per household to maintain election integrity.
 Suilt-in fraud analysis / detection for all elections.
- 4) Ballot receipt available after submission of vote.
- 5) The board has evaluated a test ballot and feel electronic voting is worth considering for future elections.





Electronic Voting (continued)

Summary Comparison

Item	Current Paper Ballot	Proposed Electronic Ballot	
Anonymous Voting	Yes	Yes	
One Vote per House Address	Yes	Yes	
Specify Voting Start & End Time	Yes	Yes	
Results ONLY After Election is Closed	Yes	Yes	
Ballot Counting Process	Manual	Automatic	
Member Ballot Verification	Manual	Automatic	
Cost	Part of Yearly Budget	\$15 per election	
Voting Options	Mail or In-Person	Vote from any location on any electronic device	

NOTE: Any smartphone (Android or iPhone), tablet, iPad, PC, Mac, or similar device with an internet connection and browser can be used for electronic voting.



Spring Cleanup

- We have a contract for the front entrance monument cleanup.
- We are scheduling the cleanup and removal of additional fallen trees in the park areas, as appropriate.

Roads

- The roads are not owned by and are not the responsibility of the Oakwood Meadows Association.
- The board followed through from a request from the members to work with the township/county to seek a remedy for the roads.
- Per the townships direction, the Association assessed the interest level from the members for the township to proceed to the next step.
- Based upon the survey result from the members, there was not close to enough support from the membership.
- We encourage the membership to contact the township directly on the street conditions.



Member Event - Robert

We would like member feedback about what type of event you'd like for 2019. We are considering:

Picnic on our community park properties.

- Timeframe considering: July or August
- o Family oriented
- Weather dependent





Meet & Greet at the Hotel, Moose Lodge, or similar place.

- Timeframe considering: August, September, or October
- More focused on adult social time.
- Weather is not a concern as it will likely be inside.

What other ideas does the membership have for a community event?

What's your event preference?



Annual Elections

Candidate Introductions Nominations for Board of Directors

Robert Grand

Selected and approved to fill the vacated Board position on August 9, 2018.

Roy Meadows

Current treasurer and Board member since 2014

• Jim Smalley

Current President and Board member since 2014

• Larry Wildt

Current Secretary and Board member since 2014

Last Call for Ballots

• Please place all ballots in the container near the sign-in sheet.



Annual Elections (continued)

Voting

- By notification of the President, the meeting will be suspended during the vote counting process and reconvened at the conclusion to communicate the results.
- The four candidates receiving the highest number of votes will serve a two year term per the Bylaws.
- Tie Vote
 - In the event of a tie for the final board seat up for election, the tie will be broken by a floor vote of those in attendance at this meeting entitled to vote, per the Bylaws.
 - Homeowner members in good standing get one vote per household.

Officers (President, Vice President, Secretary, Treasurer)

• The eight member board selects the four officer positions at the first board meeting following this annual meeting.

---- Meeting Suspended for Counting ----



Annual Elections (continued)

---- Meeting is Reconvened & Report-out of Election----

Called to Order... Please be seated

Voting Results

- Board Members
- Dues Approval
- Monument Reserve Fund



Homeowners Open Discussion

- Please wait to be recognized by the Chair.
- Please limit your question or comments to (2) minutes.
- The Board will respond and/or take note of the question/comment for future review and possible actions.



Summary

Reminder

• Please use your website to contact the board:

www.oakwoodmeadows.org

Association Dues

- Please remember dues of \$150 are to be paid by June 1.
- All members not paying dues in full by June 1, 2019 will be recorded as not in good standing.

Thank You for Attending!!

- Motion to adjourn meeting... 2nd.
- Meeting Adjourned.