

Oak Ridge Improvement Association
Annual Meeting Minutes
May 18, 2022

Kevin Knox, President, opened the meeting at approximately 6:30 pm at the pool.

Members Present:

Kevin Knox-President

Wendy Wells-Vice President

Secretary- Open

Treasurer-Open

Opening Statement:

Kevin discussed a brief history of the pool memberships and Associate memberships. Kevin stated how Marc Lund and Chuck Barton were key players in getting the pool open over the years. He also announced that the current board members would be terming out and new board members would be elected later in the meeting.

Statement of Operations from 2021:

Kevin discussed the Statement of Operations from 2021 (attached) and reviewed each type of revenue and the line items expenses showing a net of \$5,565. There is \$7,246 going into 2022 with approximately \$1,700 in savings. He stated that he was changing CPA firms due to dissatisfaction with their performance.

Pool/Grounds Update:

Chuck Barton discussed the pool and explained that we wouldn't know of any real problems until the pool was actually filled and valves were turned on. He briefly outlined some areas that would need future attention/repair/maintenance. He recognized Eric Anderson, Brian Johnston, Nathan Randall, the Kebels and others who have volunteered their time to get the pool operating. Chuck discussed the Volunteer List (attached) looking for help to get the pool and its grounds prepared for the season. There was discussion about the weather forecast (measurable snow) and potential delays in getting the pool open by Memorial Day weekend.

Voting for Associate Membership:

Wendy Wells discussed that outside homeowners have requested if there would be Associate Membership for the 2022 season.

A motion was made that there would be no outside Associate Membership for 2022.

Kevin Know ask for a vote from members present and the members on Zoom. The vote was unanimously to deny any Associate Memberships for the 2022 pool season.

Key Distribution/Security for 2022:

Wendy Wells announced that there would be new pool keys distributed for the 2022 pool season. The new Keys would be distributed after each homeowner sign a pool wavier. There was a discussion about security around the pool and that there were no incidents in the 2021 pool season. The previous Vice President, Doug Lundin, had prepared a proposal to replace and expand the current camera system. Since there were no incidents, the Board will monitor the need to replace the cameras for the upcoming seasons.

Social Committee:

Wendy Wells discussed that at the end of the pool season last year, there had been requests for some HOA members to host get-togethers/social activities. Wendy Wells stated that on the table, a sign-up sheet was available for volunteers to create a Pool Committee to hosts social activities. (attached)

Sports Court Update:

A proposal to repair and expand the capabilities of the Sports Court was developed by Ed Kolb (attached). A couple of HOA members had volunteered to review and repair the net poles allowing tennis, pickleball, volleyball and badminton to be played on the court. Ed's proposal of adding a pickleball court (or two) using tape or paint on the court surface was discussed and a member expressed concern that an actual pickleball does not bounce as it should on the current surface. The members have tabled this proposal for further investigation.

Board Nominations:

The nomination process of new board members:

Kevin Knox nominated Eric Coronis as President
It was seconded by Mark Lund

Kevin nominated Sarah Moseley as Treasurer
It was seconded by Michaela Bacon

Wendy Wells nominated Marilyn Henderson for the Secretary position
It was seconded by Kitty Armstrong

Kevin Knox nominated Eric Anderson
Wendy Wells nominated Lisa Murray as Board Members
It was seconded by Jenny Orr

Kevin Knox nominated Wendy Wells to continue as Vice President.

The slate of nominated officers was voted on and accepted by the members.

Kevin Knox discussed the Architectural Review Committee and the need for new members.
He nominated Carla Reade; Michaela Bacon and Iris Gavin volunteered to join the committee.

Open Discussion:

Susan Noll made comments regarding the changing of officers on the Board and thanking, Kevin Knox, Marc Lund, and Chuck Barton for their many years of service to the HOA and its Board.

The meeting was adjourned at 7:40 pm.

Attachments:

Meeting Attendees (Several members joined the meeting via Zoom)
Pickleball Court Proposal
Agenda
Pool Committee and Social Activity Sign Up
Statement of Operations
Pool Opening Projects

Meeting Attendees:

**Oak Ridge HOA
Annual Meeting
May 18, 2022**

Meeting Attendees

<u>Name</u>	<u>Property</u>
Eric Anderson	466 Burgess
Kitty Armstrong	470 Burgess
Michaela Bacon	44 Oak Ridge
Angela & Joe Evans	48 Oak Ridge
Iris Gavin (Not signed in but present)	39 Oak Ridge
Dan Horne	49 Taylor Court
Malcom & Karen Hovde	55 Taylor Court
Greg Johnson	59 Taylor Court
Brian & Kim Johnston	11 Oak Ridge
Marna & Eric Kebel	418 Burgess
Marc Lund	68 Oak Ridge
Judy Matarese	47 Taylor Court
Lisa Murray	40 Oak Ridge
Susan Noll	63 Oak Ridge
Jen Orr	42 Oak Ridge
Nathan & Melissa Randall	17 Oak Ridge
Paul & Heather Yarin	41 Oak Ridge
Eric & Vicki Coronis	35 Oak Ridge
Wendy Wells	34 Oak Ridge
Chuck Barton.	24 Oak Ridge
<u>Zoom</u>	
Richard Chacon	210 Dawson
Melanie Schuta	166 Dawson Drive
Jenn Franklin & Bob Timmerberg	23 Oak Ridge

**Recommendations for Oak Ridge HOA Sports Court
May 18, 2022**

Option 1 - Install 1 Pickleball Court and Gauge HOA Community Interest				
		Cost	Optional Cost	Labor
Tennis	Repair of Side Poles	\$TBD		HOA members and cost of materials
Pickleball (1 Court)	Add lines to existing court & use existing tennis net	\$24 (durable tape)	\$200 (paint)	HOA member volunteers
Badminton/Volleyball	Assume Side Poles can be repaired & used	\$TBD (in conjunction with Tennis repair above)		HOA member volunteers and cost of materials
Basketball	No changes needed			

Option 2 - Install 2 Pickleball Courts and Gauge HOA Community Interest				
		Cost	Optional Cost	Labor
Tennis	Repair of Side Poles	\$TBD		HOA member volunteers and cost of materials
Pickleball (2 Courts)	Purchase 2 Rolling Stands & Tape or Paint	\$400 (tape)	\$600 (paint)	HOA member volunteers
Badminton/Volleyball	Assume Side Poles can be repaired & used	\$TBD		HOA member volunteers and cost of materials
Basketball	No changes needed			

Wednesday
May 18, 2022

Oak Ridge HOA Annual Meeting

SAVE THE DATE

- Location – the Pool
- 6:30 PM
- ZOOM will be available

Board of Directors

President
Kevin Knox
kknox1@msn.com
303-946-4460

Vice President
Wendy Wells
wellwm@gmail.com
314-368-7897

Secretary
Recently vacated
due to moving

Treasurer
Sarah Moseley
(Filling in until
new Board
election)

Member
Chuck Barton

Member
Marc Lund

2021 a Year of Change at the Pool

Last year was the first, in many years, in which only Homeowners enjoyed the pool and there were no lifeguards. All families and their guests signed waivers and there were no incidents reported. The feedback received was overwhelming support of continuing this practice in the future. Another frequent suggestion was the addition of some social events and particularly in meeting our many new neighbors.

As has occurred in the past, volunteers stepped up to prepare the pool and deck area, planted and maintained flowers, and worked tirelessly behind the scenes in maintaining the pool equipment and the pool, itself, all summer long. A GIANT Thank You to all who donated their time, knowledge & expertise.

Tentative Meeting Agenda:

- ✓ **Budget Review**
- ✓ **Budget Proposal for 2022**
- ✓ **Pool Items**
 - **Maintenance Options**
 - **Volunteer List**
 - **Security Proposal**
 - **Social Activities**
- ✓ **Water Line Repair Updates**
- ✓ **Succession Plan for Transition of HOA Management and Maintenance Duties**
- ✓ **Homeowner Proposals**
- ✓ **Board Elections**

If you have a proposal to present at the HOA meeting, please let Kevin Knox or Wendy Wells know for inclusion on the final Agenda.

Pool/Social Committee:

**Oak Ridge HOA
Pool Committee
Summer 2022**

Pool Committee: Wendy Wells, Chair
Michaela Bacon Angela Evans Iris Gavin
 Kimberly Johnston Lisa Murray

Flower Pot Brigade: Marilyn Henderson, Dan & Sue Horne and Judy M. & Ed Kolb

June Social Activity: Kimberly Johnson and Michaela Bacon

July Social Activity:

August Social Activity: Iris Gavin and Angela Evans

Kids Social Activity: Melissa Randal

Statement of Operations

Oak Ridge HOA
Year 2021

Revenue

HOA Member Dues	27720	
Special Assessment 2020	1350	
Title Company Status Letter Processing	1375	
Past Due	200	
Net Revenue		30445

Expenses

Grounds and Lawn Care	120	
Insurance Liability, Property, Directors	3687	
Legal and Professional Fees	730	
Accounting Fees Taxes CPA Services	2316	
Licenses and Fees	98	
Miscellaneous	35	
Pool and Bathroom Cleaning	1330	
Payroll Taxes	0	
Payroll Insurance	(35)	
Office Expense	922	
Postage	292	
Repairs and Maintenance	4163	
Pool Chemicals	1624	
Supplies	74	
Waste Removal	602	
Telephone	994	
Water	2398	
Gas	3991	
Electric	1540	
Total Expenses		24880

OAK RIDGE POOL OPENING PROJECTS SUMMER 2022 (05-28-22)

PUMP HOUSE

Check railings and area for safety concerns	<u>Eric Anderson/Brian Johnston</u>
Remove winter plywood/insulation/tarp & store	<u>Eric Anderson/Brian Johnston</u>
Clean out around drain for back flow/drain going to street	<u>Eric Anderson/Brian Johnston</u>
Hose out / remove nonessential items /trash from area	<u>Eric Anderson/Brian Johnston</u>
Repair & adjust / repair trim /paint door to pump house	<u>Eric/Marna Kebel</u>
Sand Filters... replace sand... Check laterals for damage	<u>Eric Anderson/Brian Johnston</u>
Turn on all plumbing/pumps/gas/boiler/chlorinator	<u>Eric Anderson/Brian Johnston</u>

SPORT COURT

Repair/Reset - Sport Court net poles	<u>Nathan Randall</u>
Inspect/repair court surface & fence line as needed	<u>Ed Kolb/Brian Johnston /Nathan Randall</u>
Adjust gates/Repair/Replace locks as needed	<u>_____</u>
Weed killer and pull weeds	<u>_____</u>
Inspect/Repair basketball goal as needed	<u>_____</u>

POOL

Test underwater LED lights /set timer	<u>Chuck Barton</u>
Inspect pool/ladders/diving board/plaster repair as needed	<u>Marc Lund/Nathan Randall</u>
Check and replace any damaged blue tile & grout	<u>Nathan Randall</u>
Power wash pool	<u>Marc Lund</u>
Fill pool/test plumbing and boiler/add & test chemicals	<u>Marc Lund</u>

BATH HOUSE

Clean bathhouse/restrooms	<u>Sarah Moseley & Family</u>
Clean lifeguard closet	<u>Wendy Wells</u>
Restock/repair all safety equip as necessary	<u>_____</u>
Pool cleaning/maintenance equip-repair/replace as needed	<u>_____</u>
Replace window screens - Expanded metal screen	<u>Nathan Randal</u>
Inspect /test security cameras	<u>Wendy Wells</u>
Turn on water -test/repair-toilets/sinks/urinal/showers	<u>Chuck Barton</u>
Fill / test water heater	<u>Chuck Barton</u>
Activate Back flow/ Schedule back flow test	<u>Chuck Barton/Kevin Knox</u>

GROUNDS

General walk-through pickup cleanup of entire property	<u>Angela & Joe Evans</u>
Spray paint/repair black wrought iron furniture as needed	<u>Jarrod Yost/Jennifer Franklin& Bob Timmerberg</u>
Gas Grills- clean/inspect/repair... (Refill propane tanks)	<u>Angela & Joe Evans</u>
Inspect and repair pool lounge furniture as needed	<u>The Johnson's</u>
Purchase and plant flowers in pots around pool	<u>Marilyn Henderson/Sue Horne</u>
Cut Grass and trim entire property	<u>Angela & Joe Evans</u>
Replace NE corner post of chain link fence	<u>Nathan Randall</u>
Trim trees/ bushes entire property as needed	<u>Paul Yarin/Eric Coronis</u>
Turn on Sprinkler - test / set timer /Adjust as needed	<u>Chuck Barton</u>
Fertilize grass - repair turf as needed	<u>Angela & Joe Evans</u>
Check all signage; Repair/Replace as needed	<u>Wendy Wells</u>