

Clayton Pond HOA Meeting Minutes

November 7, 2023- Karen Lacey home

The Clayton Pond HOA meeting was called to order by Paul Qualls, President at 6:04pm. The following members were present: Paul Qualls, Karen Lacy, Charlotte Goddard, Darlene Rose, Terry Cuthbertson, Ben McCarley and Melissa Grimes. A quorum was established. Additional people present were Stan Holden and Mary Meritt.

Darlene provided copies of the September 19th HOA meeting minutes for all people present. They were previously emailed to all Board members prior to the meeting for review. Minutes were reviewed and motion made to approve by Charlotte and seconded by Melissa. Board voted in favor of approval.

Charlotte provided the current year to date treasurer's report and monthly expenses. Paul made a motion to approve the financial report and Karen seconded. Board then voted their approval. Financial report is attached. Current balance is \$16,230. With remaining expenses for utilities \$3000, mowing \$2276, Insurance \$948, property tax \$550 and general misc \$1267 for all total of \$8041 expenses. This brings the HOA balance moving into 2024 as \$8189. Charlotte discussed the need for budget items needing consideration for the 2024 year. These include Utilities, sprinkler system repairs, complete trimming of trees, new security system for the pool, pool bathroom floors need work, pond erosion, landscaping of the 2nd street entrance, Insurance and lawn care, pool maintenance and weed control. With the increased in rates for utilities and mowing, the need to increase HOA dues was discussed. Currently the dues are \$550 per home, the board can increase the dues 12% a year without HOA homeowners voting as per bylaws that would make the dues \$616/year. It was discussed the neighborhood is showing wear and tear and is in need of upkeep as well as limited HOA volunteers. The increased rate would be beneficial.

Old Business:

Newsletter/Email- Melissa spoke about HOA communication and is working on the HOA newsletter for the first of the year. Terry and Melissa are also working with Renee Painter on updating the Facebook page. It was discussed there are two pages which can be very confusing. Terry stated he will review and work on unification. Chimp mail can also be used for a price of \$11/month to send out email messages to HOA owners.

Clean Up Sheffield St bridge- Karen reported that construction co at Petroleum Club has cleaned up the excess dirt and sand on the bridge that resulted from recent downpour two months ago. Thank Karen!

Tree trimming- Darlene and Charlotte commented that half the trees were able to be trimmed or cut down this past month by Forest Tree Service. There are still a few more dead trees that will need to be cut down this spring once the 2024 dues are paid.

Second Street entrance- Darlene commented that the west side of the Second street entrance trees were cleaned up by the OG&E or Edmond Electric Co after many calls to various companies. It looks so much better! Mary shared that City of Edmond has talked about a sidewalk to our addition as part of the Route 66 improvements- she will follow up with the City of Edmond regarding updates.

New Business:

Yard of the Month (YOM) is ongoing. The November Yard of the month was awarded to Mike and Lana Ellis on Sheffield. Currently, the previous YOM winners choose the next home. It was discussed that December should be a special YOM with lights and decorations for Christmas. All present felt this was a great idea. Melissa and Terry stated they will set up email informing HOA owners of contest and will have voting by the HOA owners for best decorated home. Voting to be completed by December 17th. Also to note: 2024 will allow all members of the HOA to participate and win the YOM award. Previously, HOA board members excused themselves from yard of the month award. Darlene will inform Mary Pietrowski of updates for future awards. Darlene will get the Christmas/Holiday sign made and Charlotte will get a \$50 gift card for the winner.

Octoberfest was cancelled this year due to cold rainy weather.

Board members will need to look at 2024 Budget needs and obtain bids for pool and lawn maintenance. Darlene will look at pool companies. Charlotte and Monty will look at Lawn companies. Bids will need to be ready for 2024 budget.

Nominating Committee for HOA officers- Paul, Monty and Mary will form the nominating committee to search for HOA officers for 2024 year. Several possible HOA owners were suggested and Darlene recommended the potential officers attend the next HOA meeting.

Annual meeting is usually held at St. Luke's Church in Edmond in April/May. Charlotte will contact the church for availability.

Electric line for the Second Street entrance east side is broken and needs to be repaired. Also the Sooner entrance lights are in need of adjustment. Paul and Ben will look at the lights and possibly repair.

Meeting was adjourned by 7:55pm. Paul made the motion to adjourn and Melissa seconded.

** Next meeting is JAN 9TH at 6pm at Darlene Rose- 4108 Eaton Place.