

OAK PARKE HOMEOWNERS ASSOCIATION, INC.

Minutes of the Special Meeting of the Board of Directors
Tuesday, August 23, 2011

A special meeting of the Board of Directors (the "Board") of Oak Parke Homeowners Association, Inc. ("Association") was held at 7:00 p.m. on August 23, 2011 at the home of Monique Wells. In attendance were Monique Wells, Ruth Andersen, and Tom Young, Directors, and Recording Secretary, Ginger Grissom.

1. **Call to Order.** After determining that a quorum was present, the meeting was called to order by Monique Wells at 7:10 p.m.

2. **Treasurer Job Description and Candidates.** The Board discussed the job description for the Association's Treasurer's position drafted by Ruth Andersen. Tom Young handed out information with regard to possible qualified candidates. It was decided that Tom Young would canvass potential candidates once the job description has been finalized.

3. **Bank Accounts.** Scott Robuck and Chris Driggs will be taken off the Association's bank accounts and Ruth Andersen and Tom Young will be added.

4. **Records.** The Board discussed record maintenance. They will determine if a good index exists. A new plan will be developed and implemented once the Board has a good index.

5. **Resolutions.** The Board discussed Resolutions necessary due to laws enacted this past legislative session. This included Resolutions related to Rain Water Harvesting, Solar Energy Devices, Display of Flags, and Display of Religious Items. It was decided that flags may be no larger than six feet-by-three feet. It was also decided that it was not necessary to implement a Resolution related to religious items. The Board will work to finalize these Resolutions. Once they have them in final form, they will ask the Association's attorney, Connie Heyer, to review them. (Note: Some Resolutions will be implemented effective September 1, 2011, while others will be effective on January 1, 2012. The Board is currently working on Resolutions effective September 1, 2011, and will work on the others as soon as possible.)

6. **Board Member for ACC.** Ginger Grissom requested that there be a Board member sitting on the ACC. Tom Young agreed to do so.

7. **Pool Exit.** It was discussed that a failsafe system is needed for exiting the pool. A sign will be made so that Members are aware of the location of the emergency phone.

8. **Meeting Procedure.** Monique Wells and Ruth Andersen have reviewed Robert's Rules of Order and have developed a system of procedure for future Board Meetings. This will be discussed under New Business at the next Board meeting.

9. **Association Contracts.** The current contracts for the Association were discussed, including the possibility of putting the contracts up for bid to ensure the Association is getting the best price for the goods offered.

10. **Adjournment.** Monique Wells moved that the meeting be adjourned. Tom Young seconded the motion. The meeting was adjourned at 9:30 p.m.

Monique Wells, President