



P.O. Box 283
Mechanicsville, MD 20659

ANNUAL HOA Meeting Minutes

Thursday, April 21, 2022

7PM

Community Lot at the corner of Claires Dr. and Ben Oaks Dr.

Attendees: The following lots were represented in person or via proxy

95	104	105	108	112
118	130	131	136	138
140	143	152	173	177
179	180	183	189	208

Agenda:

Welcome and Board Introductions

Food catered by Mission Barbecue, all families welcomed to enjoy time with neighbors.

Treasurer's Report

- Annual Budget and Projected Expenses were reviewed – See attached sheet
- Annual Dues update on outstanding lots was reviewed – See attached sheet

Board Update

- Repair of the new street sign at the entrance is scheduled following an accident that damaged the sign over the winter.
- Website is back up and running www.BenOaksHOA.com
- Landscape Contract Renewal for three years – this includes community ditches but not individual homeowner ditches
- Annual Cleanup / Dumpster will be scheduled in May – signs will be posted and information will also be shared on the website



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New Business

- Board of Director Elections
 - Three homeowners submitted requests to participate on the HOA Board of Directors. Two of those individuals live in the same household. A discussion and vote among homeowners in attendance determined that it was not appropriate to elect two voting members from the same household on a four-person board. Therefore, the vote proceeded with the following result:
 - President: Nathan Noakes
 - Vice President: Chrissy Moore
 - Treasurer: Luann Sawyer
 - Secretary: Melinda Brown
 - Member at Large: Vanessa Johnson
- ARC Guidelines regarding pool and fence restrictions were discussed, with a request to amend the ARC Guidelines to allow for side yard usage. A committee will be formed to review the ARC and draft updated guidelines for Board review and approval.
- Discussion on HOA violations and encouragement to maintain lots, with focus on the following ongoing issues:
 - Mailbox repair/maintenance
 - Power washing siding
 - Keeping private ditches/landscape maintained



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BEN OAKS HOA, INC.
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE PERIOD ENDING December 31, 2021

CASH RECEIPTS

Lots Outstanding – 2022 – 28 Outstanding homes Lots Outstanding – 2021 – 3 Outstanding homes
Lots Outstanding – 2015 to 2020 – Everyone has paid

12-31-2020 Balance	\$27,158.96
January 2021 Deposits	\$ 958.15
March 2021 Deposits	\$ 315.00
April 2021 Deposits	\$ 27,483.00
May 2021 Deposits	\$ 2,700.00
September 2021 Deposits	\$ 1,362.00
October 2021 Deposits	\$ 1,215.00
December 2021 Deposits	\$ 450.00
TOTAL	<u>\$ 61,642.11</u>

CASH DISBURSEMENTS

Grounds / Common Area Maintenance	\$21,633.32
Electric	\$ 370.11
Postage/Post Office Box - Office Supplies	\$ 56.00
Return check fee from homeowner/overpayment	\$ 480.00
Insurance	\$ 1,536.00
MISC – Street Signs, AB Trucking, etc.	\$ 2,430.87
TOTAL	\$26,506.30
ENDING CASH	\$35,135.81



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BEN OAKS HOA – Projected 2022 Costs

2022- 28 Lot's Outstanding
2021 – 3 Lot's Outstanding
2015 to 2020 – No outstanding lot's

December 31, 2021 HOA Balance	\$ 35,135.81
Expenses paid January to March	\$ 21,045.22
2022 Deposits	\$ 17,472.00
TOTAL (Balance as of 3/31/22)	<u>\$31,562.59</u>

PROJECTED ADDITIONAL 2022 CASH DISBURSEMENTS

Insurance	\$ 2,500.00
Legal Fees	\$ 1,000.00
Postage/Post Office Box/Office Supplies	\$ 300.00
Utilities - Electric	\$ 400.00
MISC – Trash Bin, National Night Out, Ice Cream Socials	\$ 1,000.00
TOTAL	<u>\$ 5,200.00</u>

2022 PROJECTED END BALANCE TOTAL:	\$ 26,362.59
RESERVE FUND BALANCE AS OF 3/31/22	\$ 40,609.98
21/22 Outstanding Collections – 31 homes	\$ 9,300.00

Possible End of Year Balance -- \$76,272.57