



***GREAT OAK FARM HOMEOWNERS ASSOCIATION INC.***

**Monthly Executive Board Meeting  
December 16, 2014  
Minutes**

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Called to order at 7:38 pm.

Present at the meeting: Brian Lindwall-Thomas, Skip Brushett, Tate Elliott, Russell Simpkins, Anthony DePalma, Janine Alvear, Janice Elliott

Russ thanked the new members for volunteering. Asked if everyone received the digital copy of the Declaration and ByLaws.

Executive Positions:

- **President**  
Russ volunteered to run. Brian seconded the motion. All members present voted yes.
- **Treasurer**  
Russ nominated Tate. Brian seconded the motion. All members present voted yes.
- **Secretary**  
Russ nominated Janine. Skip seconded the motion. All members present voted yes.
- **Vice President**  
Russ nominated Brian. Tate seconded the motion. All members present voted yes.

Check signing responsibilities:

- Russ made a motion that the three check signers should be Russ Simpkins, Brian Lindwall-Thomas and Skip Brushett. Brian seconded the motion and all members voted yes.
- Russ made note that he took possession of the safety deposit box key from Ann Brakeman. Janice Elliot has the other safety deposit box key.
- Russ made a motion to authorize our bookkeeper, Janice Elliot, to make inquiries and ask questions regarding the bank account with Newtown Savings bank. Brian seconded the motion and all members voted yes.
- Janice Elliot noted that Newtown Savings Bank needed a physical street address because they currently only have a PO Box. Russ made a motion that the Board should use the President's address. Janine seconded the motion and all members voted approval. Janine will make an amends to the bylaws.

Chair Positions:

- **Septic** – Russ will continue with septic
- **ARB** – Brian will continue with ARB

- Streets – Skip will continue with streets
- Landscaping – Anthony will take landscaping
- Social – Tom and Adrienne Stepkoski will run Social

The board discusses responsibilities and answered questions. Anthony will reach out to Brendan and Tate will reach out to Dave Eastwood to transfer operational manuals.

Open Items/New Business:

- Tate Elliott presented an information packet on “Social Networks for Communities” and thought it might be helpful to organize group discounts for power washing or replacing roofs. Russ suggested that we place this as an agenda item for our January meeting to allow the members to read the packet.
- Russ noted that we would also discuss Security Cameras at our January board meeting.
- Russ noted that ARB is supposed to have a guideline and wanted to make sure ARB has a working document that is updated to include Solar Panels.

Adjourned at 8:10 P.M.

*Next meeting will be held Wednesday, January 21<sup>st</sup>*