



**GREAT OAK FARM HOMEOWNERS ASSOCIATION INC.**

## **OFFICIAL NOTICE**

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**From:** Christopher Kovalchick, President - Great Oak Farm HOA

**Subject:** Annual Homeowners Meeting

**Date:** Wednesday, November 19th, 2025

**Time:** 7:00 PM

**Location:** United Methodist Church of Monroe  
515 Cutlers Farm Road, Monroe, CT

This mailing serves as notice to all homeowners of the Great Oak Farm Homeowners Association annual meeting. At this meeting the board will present the **2026** budget and the residents will have the opportunity to elect members to the Executive Board. There are **4** positions open for election this year, each for a two-year term.



## **Meeting Agenda**

- **Roll Call**
- **Review of the minutes from the 2024 Annual Meeting**
- **Reports from Committee Chairs: Landscaping, Streets, Septic, Finance, ARB, Social, Website**
- **Presentation of the 2026 budget**
- **Presentation of candidates for the four (4) board vacancies**
- **Break to cast ballots and count the votes**
- **Election results announced**
- **Open comment**
- **Adjournment**



## ~ Help Keep the "Great" in Great Oak Farm ~

### About the Board

The Great Oak Farm Homeowner's Association has been in operation since 1994. Our Executive Board consists of seven elected members, who are elected to one or two-year terms. In addition, several committee advisors serve under their direction. The board and committee members volunteer their time each year to run the HOA. This entails ensuring our septic system, streets, and grounds are maintained properly and providing resolutions to issues encountered during the year.

Through the dedicated efforts of volunteers over the years, Great Oak Farm HOA has remained a fiscally sound, aesthetically pleasing, and safe neighborhood. As residents, we have benefited greatly from very reasonable common charges, a well-run infrastructure, and an active family-friendly atmosphere.

### Board Positions

- President- the CEO of the HOA with all the powers and duties of a CEO for a non-profit corporation.
- Vice President- take the place of the president if they are absent or unable to act.
- Treasurer- oversees association finances, and prepares budgets and quarterly finance reports.
- Secretary- records and publishes meeting minutes, and manages communications.
- Member at Large (3) - may chair one or more of the committees.

### Committees

**Septic-** oversees the scheduled maintenance with our vendors. Coordinate with vendors in the event of an unscheduled or emergency repair situation. Maintain relationships with septic vendors.

**Landscape-** oversees scheduled maintenance with a contracted vendor. Maintain relationships with vendors, obtaining bids as contracts come due. Oversee improvements to common areas and greens.

**Streets-** oversees scheduled maintenance and repair with our contracted paving, basin cleaning, and plowing vendors. Coordinate unscheduled or emergency repair situations.

**Architectural Review Board** - Reviews and processes resident requests for home improvements based on ARB guidelines. Ensures pending projects are closed out with certificates of occupancy where applicable.

**Social Events-** oversees calendar of events, coordinating events with committee members. Introduces new events and email notifications of upcoming events.

**Miscellaneous/administrative-** collection and organization of neighborhood emails, facilitate annual Tag Sale, coordinate Halloween parking coverage, etc.



## Yes, I would like to help!

Please consider contributing to the association by joining a committee or running a social event. Board meetings are held every other month. Experience is not necessary, however, those with a background in finance or property management are encouraged to get involved. Opportunities to help are available in all areas and within the amount of time you have to spare.

I'm interested in:

☐ running/supporting a new or annual social event

☐ maintaining the community website

☐ helping with occasional outdoor maintenance

☐ helping with miscellaneous administrative tasks

☐ Other \_\_\_\_\_

Name \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

If you would like to learn more about the board, the committees, and various one-time/annual opportunities, join us at an upcoming meeting!

**Check the website and your email for notifications on upcoming meetings**

**Please scan and email this form to [info@greatoakfarm.com](mailto:info@greatoakfarm.com)**



## Please update your email address with the board to receive notifications and updates about our community

You can update your email address by going to the Great Oak Farm website at [www.greatoakfarm.com](http://www.greatoakfarm.com) and entering your email address at the bottom of the homepage where it says **"Sign up for our email newsletter"**:



# GREAT OAK FARM

a great place to live!  
Monroe, Connecticut

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## Our Community

The Great Oak Farm community is modeled after the quintessential small New England town, where stately homes surround pastoral landscapes. Our neighborhood contains comfortably-sized family homes on private lots amid spacious village greens, protected cul-de-sacs, and gracious, wooded environs. Gentle country lanes sweep along hedgerows, small rolling fields, old stone walls and beautiful home fronts in this very friendly neighborhood. Walkers, joggers and children enjoy friendly streets and a variety of footpaths. A small pond with a variety of fish and frogs is located in the heart of the community with foot paths and a gazebo.



- GOF Living
- Paths, Trails & Wolfe Park
- The Neighborhood
- The Homes

### Join Great Oak Farm's Mailing List



Sign up for the latest news and happenings at Great Oak Farm. We will not sell or provide our mailing list to any other organization or individual. You can unsubscribe at any time.

**Sign up for our Email Newsletter**

[GOFHOA Forms](#)



## **Monthly Dues**

**The monthly HOA fee is \$150**

- **If you would like a payment coupon book for 2026 please indicate so by sending an email to [gofbookkeeping@gmail.com](mailto:gofbookkeeping@gmail.com), or you can send a note via regular mail to our bookkeeper, Sunny Gill, at the address below.**
- **If you will be paying your monthly dues electronically through your bank, please have the checks for \$150, payable to Great Oak Farm HOA, sent to:**

**Great Oak Farm  
PO Box 616  
Monroe, CT 06468**

- **A \$15 late fee will be assessed for payments postmarked after the 15th of each month.**