GREAT OAK FARM HOMEOWNERS' ASSOCIATION INC.

OFFICIAL NOTICE

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

Subject: **Annual Homeowners' Meeting**

Date: **Wednesday, November 18th, 2026**

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 **2027** 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**
- **Reports from Committee Chairs: Landscaping, Streets, Septic, Finance, ARB, Social, Website**
- **Presentation of the 2027 budget**
- **Presentation of candidates for the four (4) board vacancies**
- **Break to cast ballots and count the votes**
- **Election results announced**
- **Open comment**
- **Adjournment**

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.
- Members 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.

Monthly Dues

Effective January 1st, 2027, the monthly HOA fee is $160

- **If you would like a payment coupon book for 2027 please indicate so by sending an email to 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 $160, 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.**