

Oakmore Homes Association
Board Meeting Minutes
September 24, 2025 5:00-7:17 PM by Zoom

Purpose: Regular meeting

Attendees: Directors Joseph Dashiell (President) and Lynn Derderian (Vice President); Alexis Schroeder (Treasurer); Carol Van Steenberg (note taker)

Next Meetings: Thursday, October 2, 12:00 NOON by Zoom

Wednesday, October 22, 5:00 pm by Zoom

Wednesday, November 5, 5:30 pm OHA ANNUAL MEETING

Wednesday, December 3, 5:00 by Zoom

Thursday, December 4, 1 pm to 4 pm, WORKING MEETING (OHA file sorting)

Joseph Dashiell (JD) called the meeting to order at 5:01 pm and reviewed the agenda. Point of order: Neither agendas nor minutes should include addresses of Members to comply with legal privacy requirements. If necessary, Parcel Numbers can be used.

Review and Approval of Minutes. The participating Directors tabled review and approval of the August 27, 2025 minutes until the next meeting since these had not been distributed yet to all Directors and Officers. (ATTACHMENT to these minutes: Copy of 8.27.25 minutes)

Nomination and Vote to Fill Director and Officer Positions. The nomination by Lynn Derderian (LD), seconded by JD, of Eric Enders to fill the Board vacancy received unanimous approval by all Directors (Lita Krowech (LK) and Paul Dermenjian (PD) having voted by e-mail prior to this meeting). His initial term will begin September 25, 2025 to complete the term vacated in August.

JD nominated LD to serve as Secretary (as well as continuing in her role as Vice President). LD seconded the nomination and was provisionally elected as Secretary, pending vote by quorum of Directors. The Secretary vacancy occurred with the resignation of Virginia Lew in August. Carol Van Steenberg (CV) has agreed to assist the Board and support the Secretary with notetaking and management of minutes, including storage for access by Members; she will attend Board meetings.

Resolutions Introduced. Two resolutions proposed by LD related to updated "Assessment and Collection Policy" and "OHA Membership Contact Form, with associated Cover Letter," were discussed. Additional revisions under consideration postponed action on these resolutions pending distribution of changed documents. To be discussed at a future meeting is articulating a clear process for voting between meetings, e.g., by email.

OHA Annual Meeting. Planning for the November 5 Annual Meeting, including the agenda and notice to Members, received careful attention. The group concurred with LK's recommendation that the invitation package include only the announcement cover letter and the proxy with the ballot. On October 5 this package will be mailed to Members by USPS and possibly emailed, too, using email addresses on file; next year the USPS distribution may be limited to Members who opt out of email. A

concise agenda for the meeting will be incorporated in the cover letter. To minimize confusion and optimize response the Membership Contact and Assessment & Collection Policy documents will be sent to Members through a separate email/USPS distribution after the Annual Meeting (Target: November 15). This post-Meeting distribution will include Ballot results, 2026 approved Budget, Email Distribution Consent Form and the 2026 assessment determination; this content also will be posted on the OakmoreHomes.com website.

LPR Camera Pilot Update. LD reported that four LPR cameras have been installed in Oakmore, with one more to be added in October. LD, on behalf of OHA, communicated with the Oakland Privacy Commission, urging that the contract between OPD and Flock be continued. Privacy protections are in place. OHA can monitor which law enforcement entities have used data collected by Oakmore cameras; if any misuse of data occurs, Oakmore can rescind access.

Financial Review. Alexis Schroeder (AS) reviewed reports distributed to Directors prior to the meeting: Statement of Financial Position as of 9/19/25, Actual versus Budget for Restricted Accounts and Suggested 2026 Budget. She identified and explained one item over 2025 budgeted expense, software for QuickBooks, A significant discount was reaped by paying for a year renewal rather than paying month to month. Directors suggested footnoting restricted income received in current year (2025) for use in a future period (e.g., the funds raised for the two-year LPR project) so it is clear the income has been booked but cannot be used for ordinary OHA current expenditures. The formal adoption of the 2026 OHA Budget will occur at the next Board meeting. No change in arrears properties (only two remain) and Alameda County's lifting of liens has been communicated to relevant Members. One Member property which was found to be recorded in error requires legal counsel assistance to correct. There has been no change in "lost and found" Members.

Access to QuickBooks and DropBox. In addition to AS, JD and other Directors will be given User access. AS will need help from the Directors in verifying and adding contact information received from Members after the November 15 mailing of the Membership Contact Form. CV does not need QuickBooks access at this time but does need DropBox access to store agendas. Minutes and resolutions.

File Sorting Working Meeting. The transition from the "old" OHA to the "modern" OHA, with increased transparency and streamlined operations, requires: (1) a working meeting to assess and cull documents that have been held in the homes of former Directors and (2) procurement of permanent secure storage space for paper documents and other OHA property (e.g., holiday decorations). The Working Meeting will take place 12/4, from 1-4 PM; JD will pursue options for permanent storage.

Resumption of Public Stairs' Cleaning. OHA has one bid (for cleaning five times a year). JD will pursue other bids and for fewer visits, a contract cap of \$1600 annually was suggested with an insured contractor.

Addition/Remodel Plan Review. Approved Member request after review of plans submitted.

Adjournment. JD adjourned the meeting at 7:17 PM

OAKMORE HOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
August 27, 2025

Present: Joseph Dashiell, Lita Krowech, Lynn Derderian, Paul Dermenjian, Virginia Lew, Alexis Schroeder

Meeting was called to order at 5:35 PM

- A. Reviewed and approved minutes from 07/18/2025.
- B. VL proposed stepping down as Secretary and nominated Carol Van Steenberg as her replacement for Secretary. This motion was unanimously approved.

VL also reminded the Board that the Association will automatically be renewed in 2030 in its current form. Any proposed updates and changes to the Restrictions need occur well before that date for membership approval. Also on the table would be discussion about possibly changing the Association to a voluntary organization instead of maintaining it as a mandatory one encumbering the property.

- C. The Board unanimously approved the scope of work proposed by Members for a bedroom wing addition. JD and VL had reviewed their documents and recommended this motion.
- D. Camera project report by LD
 1. The fundraising goal of \$30K was met and then some. There is a small cushion which will offset the costs incurred using Donor Box. Any sum left over will be applied to unexpected project-related expenses and/or for the next round of fundraising.
 2. The new contract with Flock for the 4 new cameras was unanimously approved by the Board and will (probably) be signed on 8/28/25. It includes a 50% discount on installation and a certificate of insurance to cover OHA. The existing camera is on its own contract, but both contracts will be managed by a single invoicing.
 3. Installation is anticipated to be 4-6 weeks from the signing of the contract. One of the new cameras will be piggybacked with the existing camera at the Leimert Bridge to capture egress data.
 4. PD and JD will contact the OHA members who voted 'yes' on the camera assessment but who have not yet donated.
 5. Flock is aware of the kerfuffle on NextDoor by a neighbor outside of the OHA boundaries (KK). There were 4 emails received as a result of this posting, and the camera committee has replied to them. No reply has yet been sent to the poster because it would prolong the discussion during the fundraising, but one has been crafted for review by the Board, to be sent after 8/31/25.
- E. Opt-in / opt-out form: LK will make changes and submit it via email for a vote.

F. Financial Report by AS

1. Receivables (dues in arrears) have been reduced from \$5,800 to \$1760.51.
2. The assessment policy will be rewritten and submit via email for a vote.
It will stipulate a late fee not to exceed 10% of the dues (\$10), plus, when applicable, lien costs (fees and document prep) incurred by OHA. OHA will prepare the lien release documents when the property owner has paid the outstanding balance; the owner is responsible for filing them with the county.
3. A property in which the wife never signed the 1991 declaration. The lien will be removed, and then the property will be backed out of OHA using a service company to do this.
4. The 7 lien releases are still pending. JD reported that the notary placed the "Jr." in his name in the middle of his name rather than at the end, and the county will not accept this as legal. It will cost \$714 to release all 7 properties.
5. "Lost and Found Properties":
 - a. ___ an OHA duplex, with owners living in one part
 - b. ___ another OHA duplex, converted to condos without notifying OHA. The parcel number used in the 1991 renewal has been supplanted by 3 new parcel numbers. It is not clear how to resolve this situation. Calls to legal counsel have not been returned; JD will follow up
 - c. ___, an OHA property in which current owners believe they were not notified at the time of sale and are disputing membership. They will review their closing documents. AS is following up on this.
 - d. ___, an OHA property that has not been assessed. Follow up will be for a prorated 2025 assessment of \$25.
 - e. Another property that does not appear to be an OHA member.
6. Title company:
 - a. Old Republic's senior account executive, Effie Yee, has been a helpful resource. When AS sought records at the county for identifying which Oakmore properties are OHA members, those records couldn't be found. There is an elite team at Old Republic that can pull reports, though, and the title company will continue to help us as needed.
 - b. When a new 'for sale' sign goes up, the Board should determine if this is an OHA member property. If so, appropriate documents should be sent to the title company. Sending the documents to the realtor as well is optional; they do not reliably notify the title company.
7. The Board will investigate options for temporarily investing the cushion and year 2 funds from the camera project in CDs.
8. There is a new reimbursement form available to claim expenditures on behalf of OHA.

G. Yahoo email password is updated.

H. Dropbox: A 'trash' file will be created to store undeterminable files; it can be revisited to re-evaluate over time.

I. Ned Schroeder reports that the Oakmore Stroll will have 7 stations along the route.

