

**BOARD OF DIRECTORS MEETING
MARCH 13, 2025 6:00 P.M.
NORTHEAST LIBRARY – CONFERENCE ROOM
AGENDA**

1. Call to Order and Establish Quorum – Amy Billingsley (President), Jerry Phifer, Vice President, Frank Overdyke (Secretary/Treasurer), Rakesh Shama, M J Bethel
2. Approval of November 12, 2025 -- Board Meeting Minutes
3. Financial Reports
 - a. End of Year
 - b. 2025 adjusted budget updates – discussion and board approval
 - c. HOA dues payments; \$202.50 or \$810/yr – paypal charges can the collection process be improved
 - d. Late/Delinquent owners
4. Old Business
 - a. City Grant 2025 – Grant Application update
 - b. Grievance Procedure
 - c. ACC Procedure
 - d. Official Records Procedure
 - e. Rules
5. New Business
 - a. Lawn Service Dates
 - b. Prospective weed and feed lawn application
 - c. Common Area deed action
 - d. Fencing; some fencing 10 years old and in need or repair, replacement or repainting; approve white vinyl covered fencing by board
6. Community Events
 - a. Garage Sale – May 2025
 - b. Egg Hunt – April 19
 - c. Halloween Trick or Treat – October 31, 2025
 - d. Holiday Lights Decorations Contest – December 20, 2025
7. Member Comments (Limited to 3 minutes each) – if time allows
8. Adjournment

Copies of financials/budgets/HOA documents are available by emailing OxBottomCrestHOA@gmail.com . Please note some documents are available on the website at: OBCHOA.com.

UPCOMING MEETINGS:

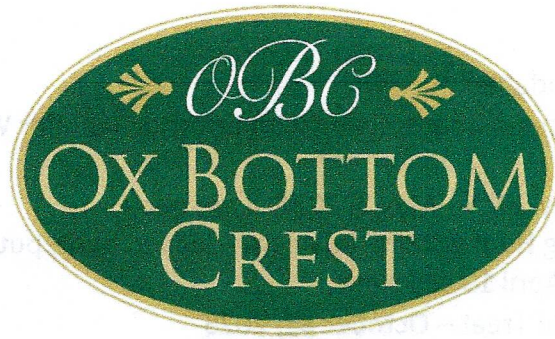
- March 13, May 8, July 10, September 11; Annual Meeting November 13

LAWN CARE SERVICE (20 cuts)

- February 4
- March 4 & 18
- July 1, 15, & 29
- August 12 & 26

- April 8 & 22
- May 6 & 20

September 9 & 23
October 7 & 21
November 4
December 9



BOARD OF DIRECTORS MEETING MINUTES
JANUARY 9, 2025 6:00 P.M.
NORTHEAST LIBRARY – CONFERENCE ROOM

1. Call to Order and Establish Quorum – Amy Billingsley (President), Jerry Phifer, Vice President, Frank Overdyke (Secretary/Treasurer), Rakesh Shama - absent, M J Bethel
2. Approval of November 12, 2025 -- Board Meeting Minutes -- Motion by Frank to approve; Jerry seconded; unanimously approved.
3. Financial Reports
 - a. End of Year reports reviewed
 - b. 2025 Budget –
 - i. Frank motioned to approve the proposed budget; MJ seconded – unanimously approved
 - c. Lawn Pros is under 3-year contract; looking to continue fiduciary responsibility
4. Old Business
 - a. City Grant 2025
 - i. Greg Bontz, Lawn Pros to meet with board members on proposed sign and revitalization at intersection Capstone and Cold Harbor;
 - ii. Plan to meet with Greg regarding overall landscaping
 - iii. City had assigned \$18,000 and requesting \$25,000 added; submit proposal asap;
 - b. The Big Event is being held by FSU again this year.
 - c. Neighborhood USA – annual conference for neighborhood in Jacksonville. Scholarship for staying two nights in hotels, food allowance and attend the conference.
 - d. Jerry provided information Griffin Heights projects and requesting that we assist them with their revitalization project.
 - e. Grievance Procedure – meeting with attorney recommended written procedure for grievances; procedures are being drafted.
 - f. ACC Procedure – procedures are being drafted and will provide the procedure for the ACC.
 - g. Official Records Procedure – procedures are being drafted and will have a location for website; determining the best method.
 - h. Rules –Board members took the 4 hour training;
 - i. George mentioned that the financials and second set of eyes. The Board now has access to the checking account and all transactions are being reviewed by the Board.

5. New Business
 - a. Board Training updates
 - i. Completed 4 hour training with attorney Jennifer Winegardner
6. Community Events
 - a. Garage Sale – May 2025—May 3, 2025 8 am noon
 - b. Easter Sunday Egg Hunt \$300 to buy eggs – kids to hunt; put on OXBC parent page— Saturday before April 19 at 10 am
 - c. Halloween Trick or Treat – October 31, 2025
 - d. Holiday Lights Decorations Contest – December 20, 2025
 - i. Winners 5184 Holly Fern –
7. Member Comments (Limited to 3 minutes each) – if time allows
8. Adjournment – Motion 6:35 pm

Copies of financials/budgets/HOA documents are available by emailing OxBottomCrestHOA@gmail.com . Please note some documents are available on the website at: OBCHOA.com.

UPCOMING MEETINGS:

- March 13, May 8, July 10, September 11; Annual Meeting November 13

LAWN CARE SERVICE (20 cuts)

- | | |
|----------------|------------------|
| • February 4 | July 1, 15, & 29 |
| • March 4 & 18 | August 12 & 26 |
| • April 8 & 22 | September 9 & 23 |
| • May 6 & 20 | October 7 & 21 |
| | November 4 |
| | December 9 |

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 - a. Board Training updates
 - i. Completed 4 hour training with attorney Jennifer Winegardner
6. Community Events
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UPCOMING MEETINGS:

- March 13, May 8, July 10, September 11; Annual Meeting November 13

LAWN CARE SERVICE (20 cuts)

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| • February 4 | July 1, 15, & 29 |
| • March 4 & 18 | August 12 & 26 |
| • April 8 & 22 | September 9 & 23 |
| • May 6 & 20 | October 7 & 21 |
| | November 4 |
| | December 9 |

CONFIDENTIAL - SECURITY INFORMATION

1. The purpose of this document is to provide a comprehensive overview of the current status of the project and to identify the key areas that require attention. The information presented here is based on the most recent data available and is intended to serve as a guide for decision-making.

2. The project has made significant progress since the last report, with several key milestones being achieved. However, there are still a number of challenges that need to be addressed in order to ensure the successful completion of the project.

3. The following table provides a summary of the key areas that require attention:

Area	Current Status	Key Challenges
Financial	On Track	Increased costs due to inflation
Operational	Delayed	Supply chain issues
Human Resources	Stable	Shortage of skilled labor
Technology	Advanced	Integration of new systems
Legal	Compliant	Regulatory changes

4. The project team is committed to addressing these challenges and ensuring that the project remains on track. Regular communication and collaboration between all stakeholders is essential to the success of the project.

5. The next steps are to develop a detailed action plan for each of the key areas identified in the table above. This plan should include specific tasks, responsibilities, and timelines. It is also important to establish a robust monitoring and reporting system to track progress and identify any potential issues early on.

6. The project team will continue to work closely with all stakeholders to ensure that the project remains aligned with the overall strategic goals of the organization. We are confident that with the right approach and resources, we can overcome the challenges ahead and achieve the project's objectives.

Ox Bottom Crest Homeowners Association, Inc.

03/02/25

Balance Sheet

Cash Basis

As of February 28, 2025

	<u>Feb 28, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
2025 CD - CCBG	5,000.00
Capital City Bank	130,375.87
LPL - INVESTMENT ACCOUNT	30,000.00
SAVINGS - CCBG	200.00
Total Checking/Savings	<u>165,575.87</u>
Accounts Receivable	
ACCOUNTS RECEIVABLE	-1,659.65
Total Accounts Receivable	<u>-1,659.65</u>
Other Current Assets	
Undeposited Funds	-810.00
Total Other Current Assets	<u>-810.00</u>
Total Current Assets	<u>163,106.22</u>
TOTAL ASSETS	<u>163,106.22</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
ACCOUNTS PAYABLE	-61.25
Total Accounts Payable	<u>-61.25</u>
Total Current Liabilities	<u>-61.25</u>
Total Liabilities	-61.25
Equity	
Retained Earnings	87,327.96
Net Income	75,839.51
Total Equity	<u>163,167.47</u>
TOTAL LIABILITIES & EQUITY	<u>163,106.22</u>

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
LABORATORY OF ORGANIC CHEMISTRY

1954
1955
1956

Year	Project	Principal Investigator
1954	1. Synthesis of new compounds	Dr. J. D. Roberts
1955	2. Study of reaction mechanisms	Dr. R. B. Nielsen
1956	3. Investigation of catalytic processes	Dr. C. E. Sroog
1957	4. Research on polymerization	Dr. H. G. Elias
1958	5. Development of new analytical methods	Dr. J. H. Goldstein
1959	6. Study of the properties of new materials	Dr. R. W. Stevenson
1960	7. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
1961	8. Research on the synthesis of natural products	Dr. R. H. Wiley
1962	9. Study of the structure and properties of polymers	Dr. J. H. Duerksen
1963	10. Investigation of the mechanism of enzyme action	Dr. J. Drenth
1964	11. Research on the synthesis of new drugs	Dr. J. H. Goldstein
1965	12. Study of the properties of new materials	Dr. R. W. Stevenson
1966	13. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
1967	14. Research on the synthesis of natural products	Dr. R. H. Wiley
1968	15. Study of the structure and properties of polymers	Dr. J. H. Duerksen
1969	16. Investigation of the mechanism of enzyme action	Dr. J. Drenth
1970	17. Research on the synthesis of new drugs	Dr. J. H. Goldstein
1971	18. Study of the properties of new materials	Dr. R. W. Stevenson
1972	19. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
1973	20. Research on the synthesis of natural products	Dr. R. H. Wiley
1974	21. Study of the structure and properties of polymers	Dr. J. H. Duerksen
1975	22. Investigation of the mechanism of enzyme action	Dr. J. Drenth
1976	23. Research on the synthesis of new drugs	Dr. J. H. Goldstein
1977	24. Study of the properties of new materials	Dr. R. W. Stevenson
1978	25. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
1979	26. Research on the synthesis of natural products	Dr. R. H. Wiley
1980	27. Study of the structure and properties of polymers	Dr. J. H. Duerksen
1981	28. Investigation of the mechanism of enzyme action	Dr. J. Drenth
1982	29. Research on the synthesis of new drugs	Dr. J. H. Goldstein
1983	30. Study of the properties of new materials	Dr. R. W. Stevenson
1984	31. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
1985	32. Research on the synthesis of natural products	Dr. R. H. Wiley
1986	33. Study of the structure and properties of polymers	Dr. J. H. Duerksen
1987	34. Investigation of the mechanism of enzyme action	Dr. J. Drenth
1988	35. Research on the synthesis of new drugs	Dr. J. H. Goldstein
1989	36. Study of the properties of new materials	Dr. R. W. Stevenson
1990	37. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
1991	38. Research on the synthesis of natural products	Dr. R. H. Wiley
1992	39. Study of the structure and properties of polymers	Dr. J. H. Duerksen
1993	40. Investigation of the mechanism of enzyme action	Dr. J. Drenth
1994	41. Research on the synthesis of new drugs	Dr. J. H. Goldstein
1995	42. Study of the properties of new materials	Dr. R. W. Stevenson
1996	43. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
1997	44. Research on the synthesis of natural products	Dr. R. H. Wiley
1998	45. Study of the structure and properties of polymers	Dr. J. H. Duerksen
1999	46. Investigation of the mechanism of enzyme action	Dr. J. Drenth
2000	47. Research on the synthesis of new drugs	Dr. J. H. Goldstein
2001	48. Study of the properties of new materials	Dr. R. W. Stevenson
2002	49. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
2003	50. Research on the synthesis of natural products	Dr. R. H. Wiley
2004	51. Study of the structure and properties of polymers	Dr. J. H. Duerksen
2005	52. Investigation of the mechanism of enzyme action	Dr. J. Drenth
2006	53. Research on the synthesis of new drugs	Dr. J. H. Goldstein
2007	54. Study of the properties of new materials	Dr. R. W. Stevenson
2008	55. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
2009	56. Research on the synthesis of natural products	Dr. R. H. Wiley
2010	57. Study of the structure and properties of polymers	Dr. J. H. Duerksen
2011	58. Investigation of the mechanism of enzyme action	Dr. J. Drenth
2012	59. Research on the synthesis of new drugs	Dr. J. H. Goldstein
2013	60. Study of the properties of new materials	Dr. R. W. Stevenson
2014	61. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
2015	62. Research on the synthesis of natural products	Dr. R. H. Wiley
2016	63. Study of the structure and properties of polymers	Dr. J. H. Duerksen
2017	64. Investigation of the mechanism of enzyme action	Dr. J. Drenth
2018	65. Research on the synthesis of new drugs	Dr. J. H. Goldstein
2019	66. Study of the properties of new materials	Dr. R. W. Stevenson
2020	67. Investigation of the kinetics of chemical reactions	Dr. J. E. Bice
2021	68. Research on the synthesis of natural products	Dr. R. H. Wiley
2022	69. Study of the structure and properties of polymers	Dr. J. H. Duerksen
2023	70. Investigation of the mechanism of enzyme action	Dr. J. Drenth
2024	71. Research on the synthesis of new drugs	Dr. J. H. Goldstein
2025	72. Study of the properties of new materials	Dr. R. W. Stevenson

7:11 PM

Ox Bottom Crest Homeowners Association, Inc.

03/02/25

Profit & Loss

Cash Basis

January through February 2025

	<u>Jan - Feb 25</u>
Ordinary Income/Expense	
Income	
BANK INTEREST	
Miscellaneous Revenue	51.07
BANK INTEREST - Other	34.71
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Total BANK INTEREST	85.78
HOA DUES	84,644.84
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Total Income	84,730.62
Expense	
ADMINISTRATIVE FEES	179.67
BANK SERVICE FEES	43.55
INSURANCE	1,184.67
LANDSCAPING & GROUNDS MAINTENAN	
IRRIGATION REPAIRS	1,550.00
LANDSCAPING & GROUNDS MAINTENAN - Other	4,900.00
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Total LANDSCAPING & GROUNDS MAINTENAN	6,450.00
PROFESSIONAL SERVICES	
ASSOCIATION MANAGEMENT	500.00
ATTORNEY/LEGAL FEES	200.00
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Total PROFESSIONAL SERVICES	700.00
TAXES	208.84
UTILITIES	124.38
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Total Expense	8,891.11
Net Ordinary Income	75,839.51
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Net Income	<u><u>75,839.51</u></u>

DEPARTMENT OF CHEMISTRY

RESEARCH REPORT

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Ox Bottom Crest Homeowners Association, Inc.
A/R Aging Summary
As of March 2, 2025

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
5152 HOLLY FERN - F18	0.00	810.00	0.00	0.00	25.00	835.00
5148 HOLLY FERN - F20	0.00	810.00	0.00	0.00	0.00	810.00
2507 CAPSTONE - B4	0.00	810.00	0.00	0.00	0.00	810.00
5097 BIRD NEST - D23	0.00	0.00	810.00	0.00	0.00	810.00
2511 CAPSTONE	0.00	0.00	810.00	0.00	0.00	810.00
5086 BIRD NEST - C7	0.00	810.00	0.00	0.00	0.00	810.00
2529 CAPSTONE - B15	0.00	810.00	0.00	0.00	0.00	810.00
5084 BIRD NEST - C8	0.00	0.00	810.00	0.00	0.00	810.00
5083 BIRD NEST - D16	0.00	810.00	0.00	0.00	0.00	810.00
5075 BIRD NEST - D12	0.00	810.00	0.00	0.00	0.00	810.00
5021 CARACARA - D11	0.00	810.00	0.00	0.00	0.00	810.00
5018 CARACARA - E12	0.00	810.00	0.00	0.00	0.00	810.00
2559 ROSIN - F1	0.00	810.00	0.00	0.00	0.00	810.00
2560 ROSIN - G15	0.00	810.00	0.00	0.00	0.00	810.00
5012 CARACARA - E9	0.00	810.00	0.00	0.00	0.00	810.00
5006 CARACARA - E6	0.00	810.00	0.00	0.00	0.00	810.00
5000 CARACARA - E3 - CONF	0.00	380.00	0.00	0.00	430.00	810.00
2569 ROSIN - F6	0.00	810.00	0.00	0.00	0.00	810.00
5151 HOLLY FERN - A4	0.00	810.00	0.00	0.00	0.00	810.00
5164 HOLLY FERN - F13	0.00	810.00	0.00	0.00	-2.83	807.17
2575 ROSIN - F9	0.00	650.00	0.00	0.00	0.00	650.00
5114 BIRD NEST - B11	0.00	0.00	608.00	0.00	0.00	608.00
2503 CAPSTONE - B2	0.00	607.50	0.00	0.00	0.00	607.50
5203 HOLLY FERN - A30	0.00	607.50	0.00	0.00	0.00	607.50
5003 CARACARA - D2	0.00	607.50	0.00	0.00	0.00	607.50
5183 HOLLY FERN - A20	0.00	607.50	0.00	0.00	0.00	607.50
2565 ROSIN - F4	0.00	607.50	0.00	0.00	0.00	607.50
5182 HOLLY FERN - G5	0.00	607.50	0.00	0.00	0.00	607.50
5153 HOLLY FERN - A5	0.00	607.50	0.00	0.00	0.00	607.50
5167 HOLLY FERN - A12	0.00	607.50	0.00	0.00	0.00	607.50
5011 CARACARA - D6	0.00	607.50	0.00	0.00	0.00	607.50
2561 ROSIN - F2	0.00	607.50	0.00	0.00	0.00	607.50
5193 HOLLY FERN - A25	0.00	607.50	0.00	0.00	0.00	607.50
5195 HOLLY FERN - A26	0.00	607.50	0.00	0.00	0.00	607.50
2546 CAPSTONE - F23	0.00	607.50	0.00	0.00	0.00	607.50
5080 BIRD NEST - C10	0.00	0.00	607.50	0.00	0.00	607.50
5081 BIRD NEST - D15	0.00	607.50	0.00	0.00	0.00	607.50
5155 HOLLY FERN - A6	0.00	607.50	0.00	0.00	0.00	607.50
2530 CAPSTONE - F31	0.00	607.50	0.00	0.00	0.00	607.50
5116 BIRD NEST - B27	0.00	607.50	0.00	0.00	0.00	607.50
5160 HOLLY FERN - F14	0.00	607.50	0.00	0.00	0.00	607.50
5157 HOLLY FERN - A7	0.00	810.00	0.00	-202.50	0.00	607.50
5094 BIRD NEST - C3	0.00	607.50	0.00	0.00	0.00	607.50
5095 BIRD NEST - D22	0.00	607.50	0.00	0.00	0.00	607.50
5199 HOLLY FERN - A28	0.00	607.50	0.00	0.00	0.00	607.50
5112 BIRD NEST - B29	0.00	607.50	0.00	0.00	0.00	607.50
5186 HOLLY FERN - G3	0.00	607.50	0.00	0.00	0.00	607.50

HAVE PD
NOT THIS YEAR

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36	37	38	39	40
41	42	43	44	45
46	47	48	49	50
51	52	53	54	55
56	57	58	59	60
61	62	63	64	65
66	67	68	69	70
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Ox Bottom Crest Homeowners Association, Inc.
M/R Aging Summary
As of March 2, 2025

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
2577 ROSIN - F10	0.00	0.00	810.00	-202.50	0.00	607.50
5150 HOLLY FERN - F19	0.00	607.50	0.00	0.00	0.00	607.50
2536 CAPSTONE - F28	0.00	607.43	0.00	0.00	0.00	607.43
2570 ROSIN - G10	0.00	607.24	0.00	0.00	0.00	607.24
2519 CAPSTONE - B10	0.00	607.24	0.00	0.00	0.00	607.24
5001 CARACARA - D1	0.00	606.99	0.00	0.00	0.00	606.99
5009 CARACARA - D5	0.00	606.98	0.00	0.00	0.00	606.98
5191 HOLLY FERN - A24	0.00	606.20	0.00	0.00	0.00	606.20
2501 CAPSTONE - B1	0.00	0.00	606.20	0.00	0.00	606.20
2505 CAPSTONE - B3	0.00	605.75	0.00	0.00	0.00	605.75
5088 BIRD NEST - C6	0.00	605.00	0.00	0.00	0.00	605.00
2558 ROSIN - G16	0.00	603.44	0.00	0.00	0.00	603.44
2579 ROSIN - F11	0.00	577.69	0.00	0.00	0.00	577.69
5129 BIRD NEST - E1	0.00	405.00	0.00	0.00	0.00	405.00
5169 HOLLY FERN - A13	0.00	405.00	0.00	0.00	0.00	405.00
5016 CARACARA - E11	0.00	405.00	0.00	0.00	0.00	405.00
5156 HOLLY FERN - F16	0.00	405.00	0.00	0.00	0.00	405.00
2509 CAPSTONE - B5	0.00	0.00	405.00	0.00	0.00	405.00
2568 ROSIN - G11	0.00	405.00	0.00	0.00	0.00	405.00
2548 CAPSTONE - F22--	0.00	0.00	0.00	0.00	-2.50	-2.50
5007 CARACARA - D4	0.00	0.00	-2.51	0.00	0.00	-2.51
5158 HOLLY FERN - F15	0.00	0.00	-1.47	0.00	-1.04	-2.51
5004 CARACARA -	0.00	0.00	-2.51	0.00	0.00	-2.51
5010 CARACARA - E8	0.00	-2.51	0.00	0.00	-2.51	-5.02
5089 BIRD NEST - D19	0.00	-6.42	0.00	0.00	0.00	-6.42
5177 HOLLY FERN - A17	0.00	-6.42	0.00	0.00	0.00	-6.42
5127 BIRD NEST - E2	0.00	-6.42	0.00	0.00	-2.51	-8.93
5120 BIRD NEST - B25	0.00	-810.00	0.00	0.00	0.00	-810.00
TOTAL	0.00	36,607.19	5,460.21	-405.00	443.61	42,106.01

*- Rev'd double
payment
will be issuing
refund to
seller/
kelly*

