

Spring Acres Hills Homeowners' Association

BOARD OF DIRECTORS MEETING February 13, 2006

HOMEOWNER'S FORUM: The meeting began at 7:02 p.m. with our homeowners' forum

- Paul Lanspa began the forum by explaining that Don Erickson submitted his resignation from the Board of Directors. He will be moving out of Spring Acres this summer
- The question was asked how frequently our Property Manager drives through the neighborhood assessing violations. In response to this, Don Rage explained that he drives through about once per week, and is looking for major violations.
- The question was raised on whether we would address homeowners who still have Christmas decorations up, neighbors who allow their garbage to blow around, and a huge tree branch lying in their parkway – Paul Lanspa responded that decorations are an item we look to the Village to address.
- A homeowner, who lives adjacent to a pond, inquired whether he could install 'Private Property' signs due to issues he is having with vandalism and trespassing. He was advised to submit an architectural approval form.

GENERAL NEIGHBORHOOD UPDATES:

- Picnic Update: Still collecting feedback. Based on the feedback thus far, it is looking like the picnic will be in September.
- Volunteers to run garage sale: One person asked when the Garage Sale was scheduled, and what was involved in running the project. No one committed to running the project.

CALL TO ORDER: The regular meeting of the Spring Acres Hills Homeowners Association Board of Directors was held Monday, February 13th, 2006, at Fire Station #3, Carpentersville, Illinois. President Paul Lanspa called the meeting order at 7:22 PM upon achieving a quorum.

ROLL CALL:
Paul Lanspa – President
Vikki Giacalone – Vice-President
Sherry Dobson – Treasurer
Michael Cranston – Director
Don Rage – Property Manager

APPROVAL OF THE MINUTES: Upon a motion duly made by Vikki Giacalone, seconded by Sherry Dobson, and unanimously carried, the October 10, 2005 meeting minutes were unanimously approved.

MANAGEMENT REPORT:

- Don said he would defer his comments until we discuss the finances later in the meeting.

Spring Acres Hills Homeowners' Association

Treasures Report:

- Sherry Dobson reported that we have 36 delinquent accounts as of today
 - Discussion later ensued on the issue of how to handle all delinquent account.
 - Vikki Giacalone moved, and Mike Cranston seconded – “...that we amend our policy on aged receivables for accounts delinquent less than the equivalent of two-years assessments and that we 1) provide a 30 day notice and invoice (2nd notice) which includes the \$25 late fee, in addition to a notice that partial payments will be returned, 2) If no response to the aforementioned, that a Final Notice be sent (3rd notice), via registered mail, explaining that legal proceedings will begin if not paid, including an outline of all legal fees which will be incurred by the homeowner.”
 - The motion carried unanimously
 - Mike Cranston moved, and Sherry Dobson seconded – “...that we proceed with court actions on any account delinquent more than the equivalent of 2years assessments”
 - The motion carried unanimously
- Sherry Dobson raised the issue of having an Auditor review our books, as this has never been done.
 - A brief discussion ensued on why this is necessary and prudent.
 - Don Rage recommended we pursue an audit of only the last 1-2 years.
 - Sherry Dobson moved, and Mike Cranston seconded – “...that we get quotes from at least three auditors to conduct a 1-2 year audit.”
 - Motion carried unanimously
- Sherry Dobson reported that Cantey & Associates will be completing our 2005 taxes, per our contract with them.
- Lot 231 / Chestnut detention area – Don Rage reported a Certificate of Error was filed with the Assessor’s Office. If this is approved, we will receive a refund of taxes paid for 2004.

OLD BUSINESS:

- Motion to approve or Approve/Reject Newsletter advertising guidelines:
 - Discussion ensued regarding the advantages and disadvantages of allowing any advertising within the newsletter.
 - Don Rage advised that we need to avoid taking in income greater than \$600/year, as it will have to be reported on our taxes.
 - Mike Cranston moved, and Vikki Giacalone seconded – “...that we approve advertising within our newsletter, not to exceed total fees of \$150/quarter.”
 - Motion carried 3 to 1, with Sherry Dobson casting the dissenting vote.

NEW BUSINESS:

- Procedure for casting Proxy Ballots Assigned to the BOD –
 - Paul Lanspa explained how the voting of proxy ballots has been handled over the past three years.
 - The question was raised when a BOD member’s term actually ends, before or after the election – it was agreed that a BOD member’s term ends at the adjournment of the annual election.
 - Vikki Giacalone raised the point that if a term does not end until after the meeting, then all BOD members have equal right to vote any proxy ballots

Spring Acres Hills Homeowners' Association

- Vikki Giacalone moved, and Mike Cranston seconded – "...that each BOD member will cast a separate ballot (within the BOD) and the result of that ballot will determine how all proxy ballots assigned to the Board will be cast as a block.
- Voting Procedure for Filling one-year unexpired term –
 - It was agreed this issue should be left up to the homeowners present at the annual meeting, as it is their meeting. It was the consensus of the BOD that we recommend one ballot for all candidates/terms, with the candidate receiving the 4th highest vote total winning the 1-year term on the BOD.
- Doherty Property Update –
 - Vikki Giacalone explained the current situation and issues
 - Vikki reported that we are hoping Mr. Doherty will provide us with a letter stating his intentions
 - Don Rage will contact the Frederiksens (3300 Oak Knoll) to discuss the possibility of relocating the monument to "their side" of the Oak Knoll entrance.
 - Paul will contact the appropriate Village Staff to ensure they understand that the Doherty lots will not automatically be included into our HOA – and determine whether they will require some sort of HOA on the four Doherty lots.
- Discussion on bidding for new landscape contract –
 - Paul Lanspa will provide Don Rage with a current map of the development, highlighted to show what areas must be cared for.
 - Don Rage explained that he will seek 3-4 bids

HOMEOWNER'S FORUM:

Since time allowed, the floor was re-opened to homeowner question/comments –

- The question was asked of Don Rage whether, in his opinion, \$240/year for assessments was reasonable. Don responded that we should be able to get a lot more for our money and he felt \$240/year was at the high-end of his expectations.
- The question was asked whether we can post the names of delinquent accounts in the newsletter or web site – no as the HOA is bound by the Fair Debt Collection Act.
- The question was asked whether we always accept the lowest contract when bidding for work such as landscaping – no we look at both the cost and what services are promised with the bid to assess what is in the best interest of the HOA.
- The question was asked whether the HOA needs to approve the replacement of a driveway – yes.
- The question was asked when/where the annual meeting will be held
- Homeowners were asked to submit their picnic survey responses as soon as possible

Adjournment:

Upon a motion duly made by Mike Cranston, seconded by Vikki Giacalone, and unanimously carried, the meeting adjourned at 8:42 p.m. – to executive session.

Respectfully Submitted

Paul Lanspa - President