

OAKWOOD HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

MONDAY, SEPTEMBER 9, 2019

7:00 P.M.

WARREN NEWPORT PUBLIC LIBRARY

Minutes Draft

I. CALL MEETING TO ORDER

Meeting was called to order at 7:00 PM. A Role Call Attendance was taken and found the currently seated Board Members that were in attendance included, Phil DeRuntz, Rod Jones, Mitch Hameister and John Webb. Stephanie Brodsky of Fox Management Group was also present and verified Quorum.

II. APPROVAL OF MINUTES – May 20, 2019

A Motion to approve the Open Meeting Minutes from May 20th, 2019 received a Second Motion, all present were in favor. The Motion passed.

III. PRESIDENT'S REPORT

The currently seated Board President, Phil DeRuntz, gave the President's Report that primarily consisted of the items below.

- A. All meetings will be conducted according to Robert's Rules of Order.
- B. Homeowners will have an opportunity to speak for 3 minutes each at the end of the meeting after stating their names and home addresses.
- C. The Board expects all members of the Board and the homeowners to conduct themselves in a respectful manner.

IV. TREASURER'S REPORT

Phil and Stephanie spoke on the items listed below.

- A. August financial statement.
- B. A transfer of funds from reserves will be necessary prior to the end of the year due to expenses for the pond equipment and additional landscape expenses
- C. Draft of 2020 budget – to be discussed.
- D. Any fines and/or late charges will remain on an account until paid by the owner.

V. POND AND COMMON AREA MAINTENANCE

Stephanie and the Board in general spoke on these items.

- a. Additional buckthorn and scrub cutting have been completed
- b. Board continues to work with ILM regarding pond maintenance and fountain equipment. Several repairs to the fountains were necessary this year.
- c. Two proposals provided to the Board for pond maintenance from other companies.
A Motion to approve the contract proposal from Aquatic Ecosystems for an amount not to exceed \$5,428.00 received a Second Motion, all present were in favor. The Motion passed.

VI. MANAGEMENT REPORT.

Stephanie spoke on the items below.

A. ARC REQUESTS – See attached report.

- a. 18314 Springwood – request for fence
- b. 18376 Springwood – request for parkway tree

We remind all homeowners that all changes to the exterior of the home must be approved by the ARC committee prior to work commencing.

B. CORRESPONDENCE:

New rule changes were sent to all homeowners.

C. VIOLATIONS

- a. Any complaint must be in writing before it will be addressed.
- b. A request has been made to waive fine. Board to decide in executive session.

D. WARREN TOWNSHIP

Warren Township contacted management about removal of more parkway trees. All owners affected were notified

E. CONTRACT UPDATE

- a. Insurance for the property renewed on August 8. There was no change in premium
- b. Management contract expires September 30, 2019. **A Motion to approve the contract proposal from Fox Management thru 2022 for an amount not to exceed \$1,265.00 monthly received a Second Motion, all present were in favor. The Motion passed.**

VII. OLD BUSINESS

Stephanie and the Board in general spoke on this item.

- A. Wetland situation behind 34228 Tangueray continues to be monitored. Currently the Association has met the guidelines set forth by Lake County and the original plans of the Army Corp of Engineers.
- B. The problem with the monument light was finally resolved between ComEd and Elmund and Nelson.

VIII. NEW BUSINESS

Stephanie and the Board in general spoke on this item.

- A. Rules and regulations have been reviewed and updated. A new set will go out to each homeowner with the annual meeting notice and 2020 assessment.
- B. Owners are not allowed to dispose of anything on the common areas. Fines will be imposed.

IX. ADJOURNMENT –

A Motion for Meeting Adjournment received a Second Motion, all present were in favor. The Motion passed. The meeting was adjourned at approximately 7:55 PM.

- A. Annual meeting will be on Monday, October 21.
- B. The 2020 budget will be sent out by September 25.
- C. A proxy for the annual meeting will be sent out by September 25. Any owner interested in serving on the Board of Directors should contact the management company or a Board member