

**Dutch Creek Homeowners Association**

**Johnsburg, IL.**

Nov.17, 2022, 7pm

HOA Meeting

Half Time Bar and Grill in Johnsburg

**Minutes were taken by Samantha Getzinger and distributed to all members in a format that did not conform to the previous Minutes done in past years. Information from Samantha's Minutes have been rewritten.**

**Very important is item 11A in reference to engaging a management company to run our affairs.**

**BOD Members Present:**

Rob McLamore -President

V.P. President – Vacant

Emily Magaw-Treasurer

Secretary – Vacant

Jack Weigert – Architectural, Landscaping, Ponds and Maintenance

Samantha Getzinger - Landscaping Committee / Violations

Elvis Mehic- Member at Large

Linda Messinger-Member at Large

Mike Cooper – Member at Large

**Resigned:**

Angel Brewster – Secretary. Moved to Texas on 8/1/22

Gary Foley-V.P. President -resigned 8/25/22

**Attendance by homeowners:**

Jo Ann Halversen & Eileen Strzalka

**Meeting:**

The meeting was called to order at 7:07pm by Rob McLamore.

**Previous Minutes of Meeting dated June 28, 2022**

Read at meeting and approved by the Board.

**Financial Report: (Submitted by Emily on 6/27/22 by E-mail to all members for review)**

End of May ( 5/31/22 ) check book balance \$69,149.45. Several invoices for work performed by our landscaper Brightview have not been received. Five owners have not paid their dues. Game plan: Emily and Jack will meet on this subject and get this resolved. Process on how to resolve this to be reviewed by Gary first prior to any letters or E-mail going out.

**Landscape report: (Submitted by Jack 1/26/22 )**

Was sent to all members prior to the meeting for review and comment. Report was not read at the meeting and no comments were received based on its content.

**Violations: (Submitted by Samantha on 1/26/22 )**

Open violations to be resolved and followed up required:

3702 Dutch Creek Lane-street light out, no reply

2912 Grey Heron Ct.-street light out, will fix in spring

2908 Fox Knoll-no reply

4309 Hickory Hill Ct.-No street light started, addressed in 2020 per email. Completed 1/10.

4105 Fox Den Ct.-Street light out, asked to notify Com-Ed.

White Pine Ct. & Sweetwater Lane-Street light out, Jack sent.

6/28/22 Samantha to provide an update to all members on the status of the above within two weeks 7/13/22

## Other Items as stated on the meeting agenda

### 1 Communication Website/Facebook (statement from 1/26/22 meeting)

Jack recommended that all board members be added to the website with titles and contact information. The following recommendations were also made by various members: quarterly newsletters, current minutes of meeting, officer job descriptions (including a link to volunteer), bi-laws, covenants, financials, landscape reports, and violations. Rob will also investigate the ownership of the DCE Facebook page-the board agreed that control of its content would be helpful. 6/28/22 Gary and Rob to define what will be added to the web-site content and format and how this will be accomplished. Having this type of information on our web site will reduce the board's involvement when others i.e., lawyers are looking for information. **Not discussed at 11/17/22 meeting.**

### 2 Increase of Annual Dues for 2023:

Dues letters were mailed out on Friday, January 21, 2022. Additional discussions on 1/26/22 were held on increasing the annual dues by 5% per year for the foreseeable future. The Board is in agreement due to expected inflation, unforeseen expenses not covered by insurance and future community improvement plans (i.e. playground equipment, tennis court maintenance and contract requirements.)

6/28/22 Above was discussed again and the consensus by all members was to increase the dues in January 2023.

**11/17/2022 Dues will be \$460 for 2023 as approved by the Board**

### 3 Late payment of dues

Should penalty be increased from current 25 to 50 or 75. Gary will review and give recommendations.

**Discussed at meeting but not voted on, item is still open.**

### 4 Assessment letters

Should we charge a fee to issue these due to the work involved. Gary will review and give recommendations.

Recommendations ranged from \$ 50-75.

**Discussed at meeting but not voted on, item is still open.**

### 5 For Sale Signs at front entrance.

Board has decided not to challenge Jack Pease to remove the signs due to the cost involved. Large " For Sale Sign" is Grandfathered in per letter from Jack Pease to then president Tom Steinbauer dated Sept.3/2008. Copy of this letter is in the file folder that has all the changes to the CCR's. Files are maintained by the Secretary.

### 6 Old liens

The liens against Gary Marshal will stay in place and tracked by the treasurer until the property is sold. He refused to pay the \$400 lawyer fee to remove the lien. **It is unknown if interest payments have been applied to the money that is owned.** **Emily to supply all the details.**

### 7 Newsletter (discussed at 1/26/22 meeting)

Various Board members recommended the following items to be mentioned in this letter:

Wear reflective clothing when going for a walk at night.

Pond, Park/Playground safety.

Place garbage cans for pick-up on the driveway not partially out in the street.

All-terrain vehicles to obey the rules of the road and avoid excessive speed through our neighborhood.

Volunteers/Board members needed.

6/28/22 Since the last board meeting on 1/26/22, no news letter was published. Rob to discuss this topic again with his wife, whom he volunteered to write these letters. Planned are three newsletters, one in January with the dues letter written by the president, one in spring and one in fall. **Elvis said his wife will do the newsletters.**

**Send all suggestions to Elvis at emehic1@gmail.com**

## 8 Playground Equipment

Elvis submitted two options for climbing equipment for ages 5 to 12 years. Dome Climber for \$4535 and Dome Climber with Orbs ( steps ) for \$8102. Delivery and installation are extra. Elvis will finalize pricing, availability and delivery charges. Board preferred the Dome Climber with Orbs. **Teeter totter to be removed if this equipment is installed.**

**Limited discussion, no further news. Target is spring for final pricing and delivery per Elvis.**

## 9 Garbage can for park

It was agreed upon to install one small can in the park. Mike volunteered to empty the can. Brightview will also be contacted if they can do this on a weekly basis when cutting the grass. **No discussion on this topic. So far garbage has not been a problem. Need a vote if we should proceed on this or hold for future install if needed.**

## 10 Consolidation of HOA records to a digital format

Was first brought up by Jack on E-mail 10/6/20 to all members. This effort will be done by Gary and an outside source. The following information will be digitalized.

5 binders of Minutes of Meeting, one binder of Year End Letters written by HOA presidents to the homeowners and one binder with all revisions to the Rules and Regulations. All binders are currently in Jack's possession.

**Not discussed at 11/17/22 meeting, item is still open.**

## 11 Volunteers needed

6/28/22 Mike Cooper volunteered his services and was unanimously approved to join the board.

**Letter to all homeowners was drafted by Jack W. asking for volunteers in October. Document was rewriting by others to omit the harshness of this document which spelled out the additional costs of hiring a management company to handle our affairs which is approximately \$100 -150 in addition to the normal dues of \$460 for 2023. Distribution status as of 1/12/23 is unknown. Mailing or E-mail similar to cadence to the village of Johnsburg " E- Blast " was suggested .**

## 11A – Establishment of a Management company

Due to the lack of volunteers, the Board will seek out help to manage everyday items. Goal is to have a management company in place in the future to handle all of our concerns. A smaller HOA board will remain in place to act as the eyes and ears in in our neighborhood and work with the management company to ensure all problems are addressed and that our area is maintained in a pristine condition. The board realizes that this will increase the yearly dues. Gary will lead this effort.

Gary has resigned from the board. **The board has decided not to use outside help at this time.**

**This item is now closed and will be removed on the next Min. of Meeting.**

## 12 Political signs

Concerns were noted many month ago concerning the posting of political signs. The board agreed that the established Village Ordinances are to be followed as to when the signs can be posted and when they must be removed.

**This item is now closed and will be removed on the next Min. of Meeting.**

## 13 – Graffiti at tennis court

Reported by Emily on 5/26. Was painted over by Pro-Edge Painting for a cost of \$515.19 on 5/31.

Mike will look into costs for surveillance equipment for the Board to evaluate.

There have been no further incidences since 5/26.

**This item is now closed and will be removed on the next Min. of Meeting.**

## 14 Landscaping

Damage to Front Entrance/Sign:

Check was received from the insurance company for \$3350. Electrical repairs costing \$650 are complete. The new sign is available and will be mounted after the wall and landscape stones are power washed. Jack will schedule.

Tree removal

We have four trees that require removal. Two along the Johnsburg west berm and two on the Sweet Water berm. Work has been completed for both items. All invoices submitted for payment.

**This item is now closed and will be removed on the next Min. of Meeting.**

### **15 Community Gatherings:**

Board members agreed that a community event is necessary to promote participation and comradery. Suggestions included: Spring/Summer picnic at the park, Winter house walk, Dog walk/show. Suggestions were also made to include raffle items, prizes, etc. to gain interest and funds towards a particular item/improvement in the community.

6/28/22 had no discussion on this topic. **Marie Peavy volunteered to spearhead this committee. Marie also suggested more Social Media presence. No specific game plan was submitted at this time.**

### **16 Letter to homeowner. ( Not shown on the agenda )**

Homeowner Stephen Mitchell is building his new home at 4205 Farmington. A letter drafted by Gary and given to Rob to send out on behave of the HOA reminding him that any scope of work beyond the work specified on the permit will require a Village approval and the approval of the HOA Architectural Review Committee.

**Not discussed at 11/17/22 meeting, status unknown**

### **Financials**

Board approved the end of October financials by E-mail

### **New items**

#### **Christmas lights**

Elvis and Rob will decorate the front entrance postal enclosure and bushes on the west side of the entrance with Christmas lights. Two outlets will be installed.

#### **Plaque**

Samantha to investigate cost and then purchase a plaque that will be mounted at the postal enclosure to inform all home owners of our Web -Site. As of 1/10 the plaque has been purchased and will be mounted.

#### **Unpaid annual dues**

Mr.Holland at 2908 Fox Knoll and K. Kolodziak at 3714 Dutch Creek have not paid. Board asked Emily to call Waggoner Law to place a lien on the properties if not paid.

#### **Violations**

Add to web site that owners can report violations and the board will resolve the violation with the owner in confidence.

#### **Tennis court**

No action plan developed; repair is needed in 2023.

#### **Parking lot**

Front section by the swale needs repair and resurfacing. New quotes are needed. No action plan developed.

#### **Meeting adjourned:**

The meeting was adjourned at 8:31 PM.

#### **Filing requirements:**

The following items will be filed into the HOA Master File kept by the Secretary.

Min. of Meeting dated 6/28/2022 - approved by Board

Min. of this Meeting 11/17/2022 to be approved at next board meeting

Treasurers Financial Report dated Sept.30, 2022 consisting of: Financial Review, Operational Expenses

Violation's report, as stated in these minutes. No separate report.

Written by Jack Weigert on 1/16/23, notes from Samantha taken at meeting are incorporated.

