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**Board of Directors Meeting Minutes**  
Thursday, March 5, 2009

**In attendance:**

Matt Johnson  
Jerry Harlow  
Jan Girolamo  
Roger Westman  
Ken Brennan  
Theresa Marbach  
Jackie Hummel  
Tadas Birutis

The meeting was called to order at 7:00 P.M. A quorum was present.

The February minutes were discussed and approved.

The next meeting date will be Thursday, April 9th, 2009 at 7:00 P.M

**Members Forum**

There were no general members present.

**Treasurer's Report**

Jerry Harlow reported that there is \$138,000 on deposit. Expenses for February were approximately \$7,500. The Insurance premium was \$6,100 and expenditures for the Oak Leaf were \$1,000. The Homeowner's Association paid \$250 in Federal Income Taxes and \$90 in State Income Taxes.

Eight homeowners have not paid dues for 2008. Three of those homes already have a lien placed on their property. Jerry made a motion that liens be placed on the remaining 5 homes. Theresa Marba ch seconded the motion. All were in favor.

**President's Report**

The date of the next Board Meeting was discussed and approved. The next Board Meeting is scheduled for Thursday, April 9th, 2009.

Matt welcomed Jackie Hummel to the meeting.

Matt reported on the Zoning Commission meeting from the previous evening where the zoning variance for the Relay for Life was discussed. Leslie was not in attendance at the Zoning Commission meeting. Another representative for the Relay for Life was present. Oakwood Homeowners did attend the meeting to protest the variance. Leslie did not attend because she was attending a kick off meeting for the event.

It was commented that the school has been supporting the event and actively encouraging students to form teams and participate.



In prior Zoning and Village Board meetings, the Village agreed to limit the number of events held on school grounds where the event resulted in lights and noise late into the evening. Originally the number of events allowed was low. It is believed that the current number of events allowed is 20. The homeowners in the area should be monitoring the events so they can bring situations that bring the number over 20 to the attention of the Village.

The Homeowner's involvement in the Relay for Life approval was reviewed. The Board was told at the end of 2008 that Leslie and the Principal for the High School would be going to the Zoning Commission. Principal Carr submitted a letter to the Village in November giving approval hinging on the agreement of the OHA. The Board agreed to not object. It was noted that although there were protests from homeowners, the number of protests were very low. It was noted that the Oakwood Homeowner's Association had received very few objections in recent years to other events held on the school grounds.

## **Vice President's Report**

Roger Westman reported the Junior High School Principal was very cooperative in regards to the planning for the Annual Meeting. It was agreed that the Annual Meeting would start at 7:00 P.M.

Jerry thanked Roger for providing addresses for 7 non resident homeowners. Three of the seven had an address outside of Westmont. Jerry was able to send collection letters to three of the owners based on the list. One of the owners did submit dues for 2008.

## **Committee Reports**

### **Landscape Committee**

Jayne Scroger was unable to attend the meeting.

### **Communication**

Jerry Harlow reported that the Oak Leaf was delivered on time. One article written by Bob Scott was inadvertently left out. The articles for the next Oak Leaf are due May 2<sup>nd</sup>. The next newsletter will be distributed June 1<sup>st</sup>.

Jerry reported that the Contractor Program is up and running. Fifteen to twenty recommendations have been submitted to date. The reporting structure for the program has been added to the OHA Website.

### **Technical**

Matt Johnson gave an update on the internal document storage project. Matt reported that the cost estimate for the document storage management software was \$5,000. The estimate was higher than expected. Matt has since begun working with a developer that lives in Oakwood. Matt has seen a demo and felt the software will meet the needs of the OHA. The estimate for this alternative is \$1,200. The stored documents can be made secure so that only Board members could see them.

Matt or the developer will give the rest of the Board a demo next month. Jerry mentioned that he began a review of the paper documents saved to date. Jerry disposed of old proxies. Proxies are only in effect for one meeting so they are of no value after the meeting. Jerry also separated minutes from the CC&Rs



## Social Committee

Theresa Marbach reported that she received good feedback on the holiday party. The DJ that was used for the event was good and will be used again for another event. The pictures taken at the event turned out well and can be used as part of the presentation for the Annual Meeting. Theresa is not intending to run for the Board again but will help co-chair the Social Committee.

Theresa reported that Lynn Zastrow and Sharon Hoekstra will run the Easter Egg Hunt. Entertainers for the Halloween and Holiday parties have not been chosen at this point.

## Lake Management

Ken Brennan indicated the the Lake Management Committee was pleased with the product used in 2008 to control algae but not happy with the way it was applied. The product was Cutrine Plus. The water was the clearest it has been in recent years. The clear water was attributed to both the algae control and the aerator.

Although the Cutrine Plus program was the most effective, it is also expensive. The Lake Management Committee is recommending that a independent contractor be employed to administer the program. It is estimated that the cost would be \$3,100 for the materials, \$2,100 for the labor and \$200 for training the contractor. There would be an additional cost of \$125 for other materials. If the program is not as successful as expected, the committee would go back to using Copper Sulfate.

Ken addressed questions from the attendees regarding the person hired to do the application. If the Contractor is underage, parental approval will need to be obtained. Both the contractor and his parents will need to sign the contract. The contractor will be responsible for paying his own income taxes.

A member of the Lake Management Committee, Mark Nelson, will order the Cutrine and store it in his garage in a locked container. The Cutrine will be purchased 2 to 3 weeks ahead of its use.

The following suggestions were made by the attendees at the meeting. Someone from the Lake Management Committee should be assigned as the hiring agent. The contractor should submit a document each time an application is made to document the service provided. The process for paying the contractor should be documented. The means of identifying the success of the program should be identified ahead of time. (Mark Nelson has been named as the contact for the contractor and will be responsible for evaluating the success.) A termination clause will be written into the Contract. The contract will need to be signed by Matt.

Ken indicated that the applications would begin as early as May and will continue through October. The draft of the contract will be submitted for review of the Board at the April Board meeting.

## Old Business

The advertising policy regarding submissions by non resident businesses was discussed. The current policy which is in the CC&Rs published in the Telephone Directory has been in effect since 1998. The proposed change was to refuse advertisers who are non residents if a resident advertises for the same



# Homeowners Association

Oakwoodha.org

A Not For Profit Corporation

4 E. Ogden Avenue, #313  
Westmont, Illinois 60559

type of business. The difficulty of administering the proposed policy was discussed. If an ad for a service is accepted from a non resident prior to a submission by a resident, it would be difficult to go back to the original advertiser to deny their ad. The purpose of the ads is to partially offset the cost of publishing the Oak Leaf. At present, all ads except political ads are accepted. After some discussion, it was agreed to leave the policy as is.

The remainder of the meeting was spent planning for the Annual Meeting. It was agreed that soda, water and cookies be available for attendees starting at 6:30 P.M. The meeting would be called to order at 7:00 P.M. The goal is to end the meeting by 9:00 or 9:30. A draft of the agenda was reviewed and adjusted based on comments. A motion to waive reading of last year's minutes was added to the agenda. Jackie Hummel will be added to the ballot as a Board Member. Brad Alexander may also be interested in being included.

Matt reported the proxies and ballots from last year have been updated for this year and are available. Jerry will provide an address list to check attendees and proxies and accept votes. Ballots for voting will be collected as the meeting progresses. The entrance signs reminding residents of the meeting need to go up well in advance of the meeting to ensure a good attendance. Roger indicated he would be unable to dedicate the time to soliciting door prizes for the meeting. It was suggested that a few prizes be purchased if donations are not made.

In depth discussions of two topics was deferred to the April or May meetings. The deferred topics were the railroad tie/erosion issue on Lake Charles and the swale communications and discussions.

## **New Business**

No new business was discussed.

Matt asked for a motion to end the meeting. Roger Westman made the motion and it was seconded by Jerry Harlow. The meeting was adjourned at 9:15 P.M.