

Board of Directors Meeting Minutes
Thursday, January 8, 2009

In attendance:

Matt Johnson
Jerry Harlow
Jan Girolamo
Roger Westman
Jayne Scroger
Ken Brennan

The meeting was called to order at 7:19 P.M. A quorum was present.

The July, October and November minutes were approved. The approval of the December minutes was deferred pending completion of the minutes.

The next meeting date will be Thursday, February 5th, 2009 at 7:00 P.M

Members Forum

No members were present. No topics were raised on behalf of the members.

Treasurer's Report

Jerry Harlow reported that expenses for 2008 were \$49,600. The budget for 2008 was \$55,000. Spending came in approximately \$5,500 under budget. Part of the savings was attributed to realizing \$2,400 over expected income. The remainder of the savings can be attributed to a credit of approximately \$2,500 against insurance payments. The Landscape Committee was slightly over budget due to the repairs needed on lights at the entrance. The Treasurer's expenditures were also slightly over budget due to purchasing stamps and envelopes for both 2008 and 2009.

The Oakwood Homeowners Association has \$142,000 on deposit. Approximately \$15,000 is set aside for expenses incurred in the first half of 2009 prior to the collection of dues. Between \$125,000 and \$130,000 are in active reserves.

Since the last meeting 3 homeowners who owed multiple years dues submitted payment. Eight Homeowners still owe 2008 dues. They will have one more month to submit payment prior to a lien being placed on their homes. Outstanding dues total \$3,200. One home on Oakwood Drive with dues in arrears since 2007 was sold. After some communication back and forth full payment of the outstanding dues was received.

One Board member asked what options homeowners have if they cannot pay the dues. Jerry indicated that all homeowners who are in arrears are offered the option of paying on a payment plan.

President's Report

No visitors were present. The date of the next Board Meeting was discussed and approved. The next Board Meeting is scheduled for Thursday, February 5th, 2009.

Vice President's Report

Roger Westman reported that he has been in communication with the Village regarding the spring garage sale dates. For the last few years, the southern area of Westmont has had the garage sale before the northern area. This may have affected the success of the Oakwood Garage sale. Roger has suggested to the village that every other year, Oakwood be allowed to hold their garage sale on the first of the two weekends. In 2009 the North area garage sale will be June 12th and 13th and the south area garage sale will be held June 26th and June 27th. Roger is also exploring the possibility of Oakwood holding their garage sale two weeks prior to the earlier area sale.

Roger will be submitting an article on the Garage Sale for the Oak Leaf.

Committee Reports

Landscape Committee

Jayne Scroger reported that the light at the entrance is now fixed. Jerry will receive a bill for the repairs. Tadas indicated that the trash cans at the lake have not been emptied regularly during the winter. Jayne will address this with the Landscaper. They are supposed to pick up trash every two weeks.

Communication

Jerry Harlow reported that the next Oak Leaf will be distributed March 1st. Articles for the newsletter are due by February 1st. Jerry is expecting an article for the Oak Leaf from Ron Gunter regarding Park District activities.

Technical

Matt Johnson discussed internal document storage. Matt got an estimate on scanning and storing 15,000 pages. The company can OCR scan the documents in such a way that the contents can be searched. Once the documents are scanned the company can provide the homeowners a copy of a disk that can be searched based on text strings. The company estimated a cost of \$1,400 to set up the documents and index. Matt will meet with the on the 13th of January to see a demonstration of the process. The company had two questions. They need to know if the Homeowner's Association wants the documents back. The consensus of opinion was that the documents should be returned. The company also wanted to know if the Homeowner's Association needed the documents back in any particular order. The consensus of opinion was that it was not necessary to keep the documents in the order presented.

Under the proposed solution, the documents could not be accessed and retrieved online. They would be retrieved from the disc. A means of storing the documents on the Homeowner's Association web site can be explored. It is proposed that one person on the Board be the keeper of the master library of documents with back up copies of the disc.

Social Committee

Theresa Marbach was unable to attend the meeting. It was commented that the winter party was fun.

Attendance was down but can be attributed to other functions held on the same evening.

Lake Management

Ken Brennan reported that the Lake Management committee is running \$1,500 under budget. This

is due to the fact that money was held back from other projects for the swale regarding project. The one project that was affected was adding rock to the path.

The Board discussed the fact that the Lake Management Committee is the largest and most active

committee. Minutes are written for the Lake Management Committee meetings. It was suggested

that the minutes be distributed to the Board members to help keep the Board members informed of the activities of the committee.

Old Business

Tadas Birutis reported on the status of the regarding of the swale. Tadas met with the building manager from Eddie Bauer to discuss the project. The building manager gave verbal approval to move forward with the project. Tadas will be back in communication with the company when the project is scheduled. The project will be scheduled for early spring. It was noted that the building is for sale. If the building is sold prior to completion of the project, the new owner may need to be approached for approval.

The railroad tie/erosion issue was discussed. Matt will draft a letter to the homeowners indicating that any costs incurred to clean up dislodged railroad ties will be invoiced to them. The intent of the letter is to bring the situation to the homeowners' attention and ask that he take ownership of the issue. It was decided that the board give the homeowner until spring to repair the unstable retaining wall. Should the issued not be corrected the village will be approached again to ask for their support. A suggestion was made that the homeowner be invited to a Board meeting to discuss the issue.

Gathering and publishing contractor evaluations was discussed. The intent is to provide homeowners with feedback on experiences other homeowners have had with different providers. Prior to the meeting Jerry designed and distributed a form for homeowners to use for their feedback. The contents of the form were discussed. Roger raised a concern about liabilities the Homeowner's Association could incur if a homeowner has a bad experience with a recommended provider. The possibility of consulting a lawyer for advice was discussed. It was decided to try to avoid incurring legal fees. After some discussion, it was further decided that the evaluations would be limited to positive experiences. Jerry will revise the form and send it out to the Board member for review.

Jerry summarized the insurance coverage held by the Homeowners Association. There are two types of insurance; property liability and Board of Directors. Jerry noted that the insurance for the Homeowner's

Association is due February 19th. Tadas is working with the current insurance broker to determine if insurance premiums can be lowered without affecting coverage. It was noted that Wes Jaros went the extra mile to find coverage for a good price. The insurance needs to be settled in the next two weeks to ensure there is no lapse in coverage. Should an alternative insurance provider be recommended the Board would need to vote on the move to a new provider. Tadas will keep the Board members abreast of his progress on the insurance.

In depth discussions of two topics was deferred to the February meeting. The OHAP 4.0 procedure is good to go. The form is still under review. The other deferred topic was the Advertising Policy review. If past documentation regarding this policy is not available, a new policy will need to be written. This topic will be discussed further in February.

New Business

The date for the Annual meeting was discussed. Roger indicated that there were two dates in April that would not conflict with the Village Board meetings; April 13th or April 27th. Roger recommended that the meeting be held on April 13th. Roger will check with the School to confirm that the meeting can be held on the 13th. It was recommended that the meeting be planned to last from 7:00 P.M. to 9:00 P.M. with time for people to socialize afterwards. The goal would be to have every one out of the school by 10:00 P.M.. The date needs to be finalized as soon as possible so that the date for the meeting can be published in the Oak Leaf.

Chief Ramey will be invited to address the membership. Matt indicated that he wanted to hold a prize drawing for those who submit the survey. There was no opposition from the attendees.

Jerry reported that the Auditor has all of the financial records for 2008. The remaining minutes will be submitted to the auditor when they are completed.

Matt asked for a motion to end the meeting. Jayne Scroger made the motion and it was seconded by Jan Girolamo. The meeting was adjourned at 8:58 P.M.

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