



## **Board of Directors Meeting Minutes** Monday, February 9, 2009

### **In attendance:**

Matt Johnson  
Jerry Harlow  
Jan Girolamo  
Roger Westman

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

The 2008 Annual Meeting and January minutes were approved.

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

### **Members Forum**

Pam Dunne brought a petition to the meeting asking that Oakwood Homeowners Association not endorse the Relay for Life event due to the inconvenience the lights and noise from the event.

### **Treasurer's Report**

Jerry Harlow reported that the audit for 2008 is complete. The audit was clean with no follow up needed.

The Oakwood Homeowners Association has \$142,000 on deposit in the bank. Expenses for January were \$800.00. Jerry has redesigned the financial reports. The financial statements used to track the budget by month showing expected versus actual. The newly designed reports show the percentage of the budget spent each month.

Collection letters will be sent to those homeowners who have not paid 2008 dues prior to March 15<sup>th</sup>. The letters will be sent via certified mail. Liens will be placed by the end of March for homes that have not submitted dues.

### **President's Report**

The date of the next Board Meeting was discussed and approved. The next Board Meeting is scheduled for Thursday, March 5<sup>th</sup>, 2009.

Matt reported that Jayne Scroger has submitted a letter of resignation effective after the annual meeting. The Board will select a replacement through majority vote to serve the remainder of Jayne's term.

Matt led a discussion regarding the Boards position on the Relay for Life event. It is unclear whether the OHA had the power to approve or deny the event. At the time Leslie attended the meeting, she indicated that she needed the OHA to approve the event. At the time the Board told Leslie that it was not our place to approve or deny the event. Leslie indicated her intention to visit the homeowners in the area to tell them about the event. The Board agreed to not oppose the event given Leslie's plan to get the support of the homeowners in the area of the event. The Board has since learned that Superintendent Steve Ball



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told homeowners that it was up to the Board to approve or deny the event. Steve will be contacted to clarify the position of the OHA.

Each Board member was asked to comment on the decision to not oppose the Relay for Life event. All Board members present indicated that they supported the original decision to not oppose the event. There were three courses of action identified:

- Contact Steve Ball to clarify the position of the OHA Board. Steve will be told that the Board listened to Leslie and agreed to not object to the event. Steve will be told that the Board has no control over the objections of individual homeowners.
- The Relay for Life event was featured in the Oak Leaf that was published in December. The homeowners who are now objecting will be reminded of the article. The good work of the sponsors for Relay for Life will be emphasized when speaking to the homeowners.
- Leslie will be contacted to remind her of her commitment to visit the individual homeowners.

## **Vice President's Report**

Roger Westman reported that he thanked the Village for their consideration of our request to schedule the garage sale for the north side of the village before the garage sale for the south side. The south side garage sale will be held 2 weeks after the north side sale. Roger reported that the village does a lot to advertise the garage sale. Homeowners should be encouraged to contact the village to take advantage of the advertising. The Rogers will handle flag distribution and collection as they have in the past. There is no information regarding the fall garage sale at this time.

## **Committee Reports**

### **Landscape Committee**

Jayne Scroger was unable to attend the meeting.

### **Communication**

Jerry Harlow was editing the Oak Leaf at the time of the meeting. The Oak Leaf will be published on time. No articles were submitted by the Lake Management Committee. Jerry pulled old articles to include.

### **Technical**

Matt Johnson gave an update on the internal document storage project. Impact Networking is the company that will supply the software for imaging, cataloging and retrieving documents. The company will scan the documents initially and will then supply a disc containing the material. It was agreed that PDF was the best format. Once the data base is delivered the OHA will be able to scan and store documents without the software supplied. One Board member will be the keeper of the documentation.

### **Social Committee**

Theresa Marbach was unable to attend the meeting.



## Lake Management

Ken Brennan was unable to attend the meeting. The Lake Management Committee is the largest committee with the largest budget. It is important that there be representation from the committee at the board meetings. The committee will be asked to name a representative to attend when Ken is unable to be present. The committee will also be asked to publish their minutes and meeting dates.

## Old Business

The letter regarding the Lake Charles Railroad Tie/Erosion concern was sent to the Cramers.

The Contractor Evaluation communication is not finalized. The submitters will be asked to identify the contractor they are recommending and why. Roger suggested that the homeowner be asked to optionally supply an email address or telephone number. If the homeowner does not submit that information, the evaluation will still be accepted.

The new insurance policy was signed at a rate \$50 over last year's policy. To lower the rates in the future, other providers will need to be contacted.

In depth discussions of two topics was deferred to the March meeting. The OHAP 4.0 procedure is good to go. The form is still under review. The other deferred topics were the Advertising Policy review and the swale communications and discussions.

## New Business

Plans for the Annual meeting were discussed. The Board position open for reelection is Director. Last year's agenda was reviewed. It was determined that the agenda could remain the same with the exception of the speaker. The meeting will be limited to two and a half hours. The presentations will be reviewed and limited to stay within the time allotted. Matt indicated that he needed drafts of the presentations by the following week.

Other positions open for election by the Board are Vice President, Secretary, and Social Chairperson. Roger indicated that he would be pleased to continue in his position. Jan Girolamo also agreed to stay in her position. Matt will consult with the other people in the positions open for election

A team of four people running for the School Board elections requested space in the Oak Leaf. Jerry denied their request on the basis that the OHA cannot support any one party or person running for office.

The OHA was contacted by Gail Pollack of the US Census Bureau asking for the OHA to publish openings for census taking jobs in Westmont. There will be 300 positions open. The census takers will be paid \$13.00 to \$19.00 per hour. If anyone is interested in the position, they should call 1-866-861-2010. Gail will be asked to provide more information. It would be possible to publish in the June Oak Leaf.

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 8:23 P.M.