

WYNDMUIR PROPERTY OWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 14, 2023

- I. **CALL TO ORDER/ROLL CALL**
Meeting called to order by Eric Carlson President at 6:32 pm. Eric Carlson, Wayne Gru, Sam Kennedy and Dawn Andrlik were present. John Bauer was absent. Leanne Eveland from Northwest Property Management was present.
- II. **APPROVAL OF THE AGENDA**
Motion to approve the agenda by Wayne Gru, seconded by Eric Carlson, all in favor.
Motion carried.
- III. **APPROVAL OF MEETING MINUTES – December 6, 2022**
Motion to approve the meeting minutes from December 6, 2022 by Eric Carlson, seconded by Wayne Gru, all in favor. Motion carried.
- IV. **HOMEOWNER FORUM**
One owner attended in person.
- V. **MANAGEMENT REPORT – management read through the report to the Board.**
- VI. **FINANCIAL STATEMENT – October, November and December 2022 and January 2023**
Motion to approve the October, November and December 2022 along with January 2023 financial statements by Eric Carlson, seconded by Dawn Andrlik, all in favor. Motion carried.
- VII. **OLD BUSINESS**
 - a. Ratify one Architectural Approvals – motion to ratify Architectural approval by Wayne Gru and seconded by Dawn Andrlik, all in favor. Motion carried.
 - b. Ratify Red Oak Tree Service contract to remove broken tree for \$225.00. Motion by Wayne Gru, seconded by Dawn Andrlik, all in favor. Motion carried.
- VIII. **NEW BUSINESS**
 - a. Reserve Study Proposals – Board members reviewed three proposals for a reserve study. Motion to approve the proposal from Reserve Advisors for a cost of \$2,950.00 by Dawn Andrlik, seconded by Wayne Gru, all in favor. Motion carried.
 - b. 2023 Plant Health Care – proposal from Alan Horticulture for plant health care of the common area trees for \$360.00. Motion to approve by Dawn Andrlik, seconded by Wayne Gru, all in favor. Motion carried.
 - c. Solar Lights – discussion on replacement of the coach lights throughout the property. City of Crystal Lake states we will need a permit for the replacements along Wyndmuir Drive. Board requests management to contact the supplier to ask if there would be a discount for the purchase of multiple solar lights.
 - d. Siding Color Pallet – discussion on colors of siding that would be aesthetically appealing and match the community.

IX. ADJOURNMENT

Motion to adjourn at 8:08 pm by Eric Carlson, seconded by Dawn Andriik, all in favor.
Motion carried.

Submitted by:

Leanne Eveland, CMCA

Northwest Property Management

**WYNDMUIR PROPERTY OWNERS' ASSOCIATION
ANNUAL MEETING MINUTES
MAY 3, 2022**

- I. CALL TO ORDER**
Meeting called to order at 7:15 pm by Eric Carlson.

- II. CONFIRMATION OF QUORUM**
Election judges and management have confirmed that required quorum for the election to proceed has been met. 31 ballots were presented.

- III. APPROVE 2021 ANNUAL MEETING MINUTES**
Motion to approve the 2021 Annual Meeting minutes by Sam Kennedy, seconded by John Bauer, all in favor. Motion carried.

- IV. INTRODUCTION OF 2022 CANDIDATES**
Dawn Andrlik and Wayne Gru.

- V. NO NOMINATIONS FROM THE FLOOR**

- VI. ELECTION JUDGE PRESENTS RESULTS TO MANAGEMENT**

- VII. ELECTION RESULTS**
As there are no nominations from the floor, election by acclamation.
Dawn Andrlik and Wayne Gru have been re-elected to the Board of Directors.

- VIII. ADJOURNMENT**
Motion to adjourn the Annual meeting and reconvene to the regular Board meeting at 7:22 PM by Eric Carlson, seconded by John Bauer, all in favor. Motion carried, meeting adjourned.

Respectfully submitted by:
Leanne Eveland, CMCA
Northwest Property Management