

**Wyndmuir Homeowners' Association
Regular Board of Directors Meeting Minutes
Monday, September 9, 2019
Panera Bread Community Room**

President Betty McKillip called the meeting to order at 7:11 pm

Board Members present: Betty McKillip; Shelley Halter; Ron Voelker; Orbe Soto; Sam Kennedy

Board Members absent: None

Quorum Established: Yes

Property Managers present, Brian Schumacher; Leanne Eveland

Homeowners present: Larry & Jill May; Wayne & Sue Gru; Kathi Black; Scott and Marsha Larson

I. Board Member Resignation: Corey Shreve

S. Halter made motion to accept Corey Shreve's resignation from the Board of Directors that was effective September 6, 2019. Seconded by O. Soto. Unanimously approved by the Board.

II. Board Appointment: Ron Voelker

O. Soto made motion to appoint Ron Voelker to fill a vacancy on the Board. Seconded by Sam Kennedy. Unanimously approved by the Board.

III. Homeowner's Forum:

- a. Kathi Black, 770 Norwich Ct, reported that the newly refinished cement porch on her home along with siding on the home was splashed with Seal coating. The repair that Peterson Sealcoating did is not satisfactory. Property Manager will contact Peterson's to have them resolve this issue.
- b. Scott Larson, 355 Hampton Ct, reported that a dead Pine tree on the property behind his home at 701 Nashua Ct (Barb Noor) is a hazard because children waiting for the school bus in the AM are climbing on the tree. The Noors will be notified by letter to have the tree removed
- c. Larry and Jill May introduced themselves as new residents at 330 Sedgewick Ct.

IV. Approval of Meeting Minutes:

- a. S. Halter made motion to approve the June 3, 2019 Meeting Minutes.

Seconded by R. Voelker. Unanimously approved by the Board.

V. Financials / Management Report:

- a. As of the end of August. Total Operating Assets were \$73,971.93 which includes \$70,552.43 at the Barrington Bank Operating account and \$6,957.76 in prepaid assessments.

Total Reserves at the end of the month August was &178,738.86.

Motion made by R. Voelker to approve the Financials / Management Report. Unanimously approved by the Board.

- b. Ratification of CD Renewal: B. McKillip made motion to Ratify Barrington Bank 22 Month CD @2.5% interest. Seconded by S. Halter. Unanimously approved by the board.

VI. Committee Reports:

- a. **Landscaping: Responsibility and Care of Easement along Terra Cotta Road. Site visit with Mike Magnusson, Dir. of Community Development-City of Crystal Lake.**

Mr Magnusson stated in his follow-up letter to the Property Manager that the easement in question should be maintained by the HOA Association. This is the agreement that original developer had with the City and remains in force at this time. After discussion, it was the consensus of the Board to have the Easement along Terra Cotta Rd. on both sides of Wyndmuir Drive professionally surveyed to determine where property owners' property lines are located. Leanne Eveland will obtain bids from survey companies. S. Halter Stated that her husband, Bill (former Board member) has a copy of the Plat of Survey of the Wyndmuir Subdivision. She will give this Survey to S. Kennedy.

VII. Old Business:

- a. **Audit update:** The audit will be ready for Board review at the December Board Meeting.
- b. **Website:** B. McKillip reported that the Website has been update. And thank you goes to former Board Member, Linda Grizely, who is maintaining the site.

- c. **Seal Coating:** Project has been completed with only one issue (See Homeowner's forum)
- d. **Creekside Proposal: June 3, 2019:** Items #2 and 3 tabled. (See Landscaping Committee Report # a) A new proposal will be requested from Creekside for item # 1. This is common area along the Property at 330 Sedgewick Ct (May). The owners suggested that the Yew hedge be removed and be replaced with a ground Cover. The Board agreed that this request be noted in the proposal.
- e. **Ratification Creekside Proposal: 370 Sherbrook Ct. Removal of dead tree.** Motion made O. Soto to approve, seconded by S. Kennedy, unanimously approved by the Board.
- f. **Ratification Creekside Proposal: Detention Basin tree removal, option # 2.** Motion made by S. Halter to approve, seconded by R. Voelker, and unanimously approved by the Board.
- g. **Ratification Creekside Proposal: August 16, 2019 770 Norwich Ct. Tree trimming.** Motion made by S. Halter to approve, seconded by S. Kennedy and unanimously approved by the Board.

VIII. New Business

- a. **Appointment of Treasurer and Landscape Committee Member: B. McKillip** made motion to appoint Ron Voelker to be Treasurer for the Association, seconded, S. Kennedy, and unanimously approved by the Board. B. McKillip made motion to appoint Sam Kennedy to be Landscape Committee member, seconded by O. Soto, and unanimously approved by the Board.
- b. **Creekside Proposal May 29th, 2019:** Items #1 and #4 were approved at the June 3, 2019 Board. Agenda items # 2 and 3 were tabled until property lines are defined. Items 5,6,7, and 8 are the responsibility of the Medical Professional Center (located on Rte 176). Suggestion was made that Mike Magnusson, Dir. Of Community Development - City of Crystal Lake, be contacted re: Items 5,6,7, and 8.
- c. **Ratification of Architectural Requests: 350 Sedgewick, 388 Narragansett, 337 Sedgewick, 741 Norwich, 715 Nashua, 330 Sedgewick, 722 Nashua:** Motion made by S. Halter to approve, seconded by S. Kennedy, and unanimously approved by the Board.

- d. 343 Sedgewick Ct. Reimbursement Request.** Resident states that the two Crabapple trees that he paid Creekside for fungicidal treatment in 2017, 2018, and 2019 are on Association common property. He requests to be reimbursed in the amount of \$120.00. After discussion it was the consensus of the Board to decline the request for now. In the meantime, the landscape committee will check out the common areas and make sure that Common areas aren't being mistaken for private property.
- e. Parking Island Request:** B. McKillip requests that a Crabapple tree on the south end of the Sedgewick parking island be trimmed. Branches are hitting the ground. Will add this to new Creekside Proposal. See Old Business: # d.
- f. New Property Manager; Leanne Eveland.** Leanne introduced herself to the Board and Residents present. She gave a brief summary of her background and experience. The Board thanked Brian Schumacher for his service to our community and wished him well with his new assignment with Northwest Management.

Meeting recessed at 8:35 pm

Executive Session

Meeting returned to open session at 8:58 pm

- a.** Motion by S. Halter to approve the 2020 Budget. seconded by O. Soto, and unanimously approved by the Board.
- b.** Board reconsidered to decline Jack Morton's reimbursement request of \$120.00. O. Soto made motion to reimburse Jack Morton on the amount of \$120.00, seconded by R. Voelker, and unanimously approved by the Board. (See New business #d)

Next Scheduled Regular Board Meeting will be December 9, 2019.

R. Voelker made motion to adjourn the Meeting at 9:05, seconded by S.Halter, and unanimously approved by the Board.

**Wyndmuir Homeowners Association
Brief Meeting of Board of Directors
September 9, 2019
Location: Panera Bread, Crystal Lake**

President Betty McKillip Called the meeting to order at 7:01 pm

Board Members present: Betty McKillip; Shelley Halter; Sam Kennedy;
Orbe Soto

Board Members Absent: None

Purpose: To accept resignation of Board Member and appoint Association Member to fill the resulting vacancy.

- I. Shelley Halter made motion to accept Corey Shreve's resignation that was effective on September 6, 2019. Seconded by Orbe Soto. Unanimously approved by the Board.
- II. Orbe made motion to appoint Ron Voelker to fill the vacancy on the Board. Seconded by Sam Kennedy. Unanimously approved by the Board.

Brief meeting adjourned at 7:10 pm