

CHESAPEAKE FARMS HOMEOWNERS ASSOCIATION

February Board Meeting

February 5, 2013

Minutes

Directors Present: Tony Durnil (TD)
 Samantha Getzinger (SG)

Scott Harrington (SH)
Bruce Steinert (BS)
Patti Thiele (PT)

Directors Absent: Barb Hulsey (BH)

Kalman Management Representation: Al Kalman (KM) David White (KM)

Call to Order: 7:04 p.m.

MINUTES:

- KM requested changes under the first bullet in Old Business to change 'claim' to 'payment' and to add 'by worker' following 'received'
- Motion by SG, seconded by SH to approve minutes as amended from November 2012. All in favor, minutes approved.

TREASURER REPORT:

- Collected assessments from 4 owners represented a cumulative 15 years of fees in Q4.
- Established a legal fee receivable and have assigned to 7 owners still in arrears at year end at a cost to each owner of \$294 each.
- Ending 2012 with about \$3,100 favorable to plan.
- Questions to KM include
 - Legal Fees on P&L represent what?
 - Lot 71 did not show a collections cost of \$199; per KM in error and was paid in January
- Per KM, CD from GLCU was cashed in and put in Money Market Account pending use for fencing
- Motion to move Operating Excess of \$50,000 into Reserves made by PT second by SH. All in favor, motion approved.
- The Treasurer Report was accepted by unanimous acclimation.

COMMUNITY EVENTS:

- Nothing to report

FENCES/MONUMENTS:

- TD to work on quote for fences in the spring.
- TD to measure the fences for the remaining phases to reevaluate our property limits with CISA; current insurance is based on 4 miles of fencing while we only have around 2 miles of fencing; once measurements are provided to CISA they will identify what the savings will be effective at the November renewal

COMMUNICATIONS:

- We had 5,616 total hits to our website in 2012 and have 120 registered users
 - Community page was accessed most with 98 hits per month
 - Documents 38 per month
 - Board 36 per month
 - Minutes 11 per month

- SH will move the minutes to the documents page
- When we prepare a newsletter we can post on the website and add link on Facebook to draw people to our website

LANDSCAPING:

- Nothing to report

MANAGEMENT REPORT:

- Met with Insurance Agent in November. Our existing policy does not cover the savvy new ways of stealing money however with additional \$606 we can upgrade to the required levels. This is now required by the FHA which would need to us to be compliant in order for our homeowners to get a loan through FHA.
- KM requests that board meetings be set in advance
- KM requests to increase the administrative charge for paid assessment letters payable at sales closing by the homeowner from \$50 to \$100

OLD BUSINESS:

- TD had a discussion with Cindy from CISA regarding insurance for Workers Comp; she recommends we obtain insurance
- Motion to purchase Workers Compensation insurance for \$654 by BS and seconded SG. Three ayes, two nays (TD and PT), motion passes.
- Discussed process to ensure insurance is obtained for all parties working for the board. Board members can identify new contractors however must submit to KM to coordinate obtaining insurance and other relevant paperwork in advance of the work occurring.

NEW BUSINESS:

- Meetings for 2013 were set as follows
 - Wednesday May 15th at 7 pm at the Library
 - Tuesday Aug 13th at 7 pm Location TBD
 - Annual Meeting Wednesday Nov 6th at 7 pm Location TBD
- Motion to approve the officers and committees by TD seconded by SG. All in favor, motion passes.
 - Board positions
 - President – Bruce Steinert
 - Vice President – Samantha Getzinger
 - Treasurer – Patti Thiele
 - Secretary – Patti Thiele
 - Board committees
 - Landscaping – Barb Hulsey
 - Fences/Monuments – Tony Durnil
 - Community Events – Bruce Steinert
 - Website and Communications – Scott Harrington
- Motion to approve the proposal for the enhanced Crime Fraud Policy by TD and SG. All in favor, motion passes.
- Motion to increase the administrative charge for paid assessment letters payable at sales closing to KM by the homeowner from \$50 to \$100 and \$100 to \$150 for expedited of 7 days or less by TD and SG. All in favor, motion passes.

Motion to adjourn by PT, seconded by TD. **Meeting adjourned:** 8:25 p.m.

Next meeting: Wednesday, May 15th, 2013 at 7 p.m. at Grayslake Public Library