

**MINUTES**  
**CHESAPEAKE FARMS HOMEOWNERS ASSOCIATION**  
**QUARTERLY BOARD OF DIRECTORS MEETING**  
**WEDNESDAY, FEBRUARY 6 2019**

**DATE AND TIME:** Pursuant to Article 3, Section 3 of the Chesapeake Farms Homeowners Association (CFHA), a regular meeting of the Board of Directors (BOD) was held on Wednesday February 6 2019 at 7:00 pm at the Grayslake Village Hall, Community Meeting Room, 10 S. Seymour Avenue, Grayslake IL.

**MEETING:** The Vice-President, Paul Revis, opened the meeting at 7:06 pm.

**QUORUM:** The following Directors were present: Vice-President/Webmaster **Paul Revis** (PR), Secretary/Treasurer **Linda McNeilly** (LM), Director\Social Chair **Candi Gerfin** (CG), Director\Landscape Chair **Chris Detweiler** (CD), President **Lynne Witkowski** (LW) and Director\Fence Monuments Chair **Matt Wente** (MW). Kalman Management (KM), Inc. was represented by **Steven Hrbek** (SH)  
Absent: Alan Kalman, Kalman Management, In.

**MINUTES:** LM submitted minutes from the November 7 2018 BOD meeting. Correction to minutes:

- Committee Reports\Social – change garage sale dates from June 22-23 2019 to June 21-22 2019
- Appointment of Officer – change “President: Lynn Witkowski” to “President: Lynne Witkowski” (Lynn with an e = Lynne)
- Signature – change “Lynn Witkowski, President” to “Lynne Witkowski, President” (Lynn with an e = Lynne)

Motion to approve/accept minutes as corrected by LW, seconded by CG. All in favor – motion passed, minutes accepted.

**FINANCIAL/TREASURER REPORT:**

- KM provided report of quarter 4 (Q4) financial activity (as of 12/31/2018). CFHA was favorable to budget (~\$14.4K). The positive variance was driven by the collection of assessment late fees and low need for extra landscape service in 2018. The variance will be shifted or rolled over to the Reserves account, as per the direction/decision at the 2018 Annual Homeowners meeting (November 7 2018). If a positive variance is expected in 2019, the variance will be used to reduce annual assessment (\$110.00 per home).
- ~40 homeowners are delinquent on their annual assessments - 24 with delinquencies <24 months), 10 owe late fees only. Total delinquent accounts - ~\$17K.

**MANAGEMENT REPORT:** 2018 Q4 Financial report provided to BOD February 1 2019. 94% of ownership has paid 2018 invoices through 12/31/2018. 24 members owe multiple years.

**COMMITTEE REPORTS**

- Social
  - **Garage Sale June 21-22, 2019**

CG to contact Jamie Hering, @Properties to determine if she will sponsor event as in previous years. PR to investigate if can add an event in NextDoor.com for Garage Sale and build sign up list.

○ **Pool Party July 18 2019 8:30-10:30 pm**

Date finalized. Party start times at Grayslake Pool have changed – can now start at 8:00 pm vs. 8:30 pm. Change in start time would then require a change to the existing pool party signs. \$50 deposit required – CG to arrange/pay and then be reimbursed by CFHA. Total cost \$550. PR to announce and add to website along with NextDoor.com.

- Landscape – No update.
- Fence/Monument – No update.
- Website – chesapeakefarms.org, hosted by FrontSteps to expire June 2019. Not renewing due to change in fee/rate structure – changing from annual fee to \$0.75 per household per month. Plan is to shift away from hosted site to social network format via NextGoor.com.

**OLD BUSINESS**

- 2019 Board meetings; Grayslake Village Hall, Community Room; 7:00 pm start
  - May 1 2019
  - August 7 2019
  - November 6 2019 (Annual HO meeting)

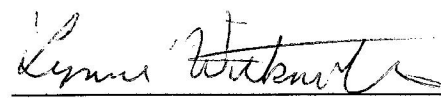
**NEW BUSINESS**

- See committee reports
- Reminder to homeowners...Perimeter fencing is owned and maintained by CFHA. No signs, lighting, etc. should be attached or hung from the fencing as it could damage the fencing and impact its longevity.

**ADJOURN:** Motion to adjourn the meeting was made at 7:58 pm by LW, seconded by PR - all in favor.

Respectfully submitted,

  
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Linda McNeilly, Secretary/Treasurer  
Date 5/1/2019

  
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Lynne Witkowski, President  
Date 5/1/2019