

MINUTES
CHESAPEAKE FARMS HOMEOWNERS ASSOCIATION
QUARTERLY BOARD OF DIRECTORS MEETING
WEDNESDAY, MAY 1 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 May 1 2019 at 7:00 pm in the Grayslake Village Hall, Community Meeting Room, 10 S. Seymour Avenue, Grayslake IL.

MEETING: The President, Lynne Witkowski, opened the meeting at 7:03 pm.

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

Absent: Alan Kalman, Kalman Management, Inc.

MINUTES: LM submitted minutes from the February 6 2019 BOD meeting. No corrections/changes.
Motion to approve/accept minutes by LW, seconded by CG. All in favor – motion passed, minutes accepted.

FINANCIAL/TREASURER REPORT:

- KM provided report of quarter 1 (Q1) financial activity (as of 3/31/2019). CFHA is favorable to budget (~\$2.4K). The positive variance was driven by the collection of assessment late fees and no incurred landscape expenses in Q1.
- 85 homeowners are delinquent on their 2019 annual assessments - 24 with delinquencies <24 months), 3 owe late fees only. Total delinquent accounts - ~\$27K.

MANAGEMENT REPORT:

- 2019 Q1 financial report provided to BOD on May 1 2019.
- 88% of ownership has paid 2019 invoices through 4/30/2019. 33 members owe multiple years.
- All owners past due were charged late fees and were sent reminder letters.

COMMITTEE REPORTS

- Social (CG)
 - **Garage Sale June 21-22, 2019**
CG to contact Jamie Hering, @Properties to determine if she will sponsor as in previous years. If Jamie unable, CG to contact Jim Starwalt, Better Homes & Gardens. An event can be added to NextDoor.com for "interest" or people "going" to the garage sale but does not easily gather participants. A "Save the Date" post card with garage sale and pool party to be sent out by end of May.
 - **Pool Party July 18 2019 8:30-10:30 pm**
Looking into option of having the concession stand open and available during the pool party hours. A "Save the Date" post card with garage sale and pool party to be sent out by end of May.
- Landscape (CD)
 - Spring clean-up completed May 1. Ornamental grasses at entrances and in common areas cut-back and cleaned up. Time estimate 16 hours.
 - Dead ash tree at northern end of Tylerton cul-de-sac. Quote for new tree, honey locust. Also submit for 50/50 tree replacement with Village of Grayslake.

- Fence/Monument (MW)
 - Not all fencing along Lake Street is CFHA fencing – some Preserves homeowners are responsible for the perimeter fencing along Lake.
 - There are areas of fencing with overgrowth from the homeowner property – mostly mulberry bushes. CD to review and remove where needed.
 - Plan to paint monuments in 2 years.
 - Tree on homeowner property on Belle Haven (behind Culver's) at risk to damage fence. MW and CD to assess and recommend next steps.
- Website (PR) – chesapeakefarms.org, hosted by FrontSteps, to expire June 2019. Not renewing due to change in fee/rate structure. Looking into option to retain ownership of domain for future use, if needed (WIX or square space). All CFHA homeowners should now sign up and connect to NextDoor.com for association news and updates.

OLD BUSINESS

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

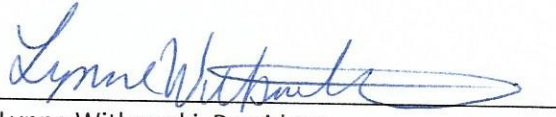
NEW BUSINESS

- Late payment fee associated with annual assessment payment – a CF homeowner contacted KM and stated they did not receive their assessment letter by mail and that was the reason for their late payment. They asked if the fee could be waived. KM brought to BOD for discussion and decision. The annual assessment is always due end of February. All long-standing homeowners are aware of this date. LW made a motion to NOT waive late fees, seconded by PR. All in favor.
- Annual assessment payment plan for hardship cases – CG made a motion to allow KM the option to offer and arrange a payment plan for a homeowner with a hardship case. Seconded by CD. All in favor.
- Homeowner contacted KM about the discharge from a sump pump. This issue is a homeowner/neighbor concern – not covered by the CFHA.
- Homeowner (420 Rock Hill Circle) contacted KM about the removal of a tree on homeowner's property and its impact to CFHA perimeter fence (near Hillside). The fence would be moved out of way to remove tree and then re-installed. MW, CD and KM to review fence line and understanding impact to fence. Homeowner would incur the cost of the fence removal and re-install.
- Discussion around the need for CFHA to monitor and control the exterior care/maintenance of homes within the association. Home maintenance is the responsibility of the homeowner, not within the by-laws of CFHA. A change to the by-laws requires a 2/3 majority vote. If there is a concern with a neighbor's home, CFHA recommends (1) talk to your neighbor or (2) contact Village of Grayslake / request for service.

ADJOURN: Motion to adjourn the meeting was made at 8:22 pm by LW, seconded by PR - all in favor.

Respectfully submitted,


 Linda McNeilly, Secretary/Treasurer
 Date 8/21/2019


 Lynne Witkowski, President
 Date 8/7/19