

**MINUTES**  
**CHESAPEAKE FARMS HOMEOWNERS ASSOCIATION**  
**QUARTERLY BOARD OF DIRECTORS MEETING**  
**WEDNESDAY, NOVEMBER 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 November 6 2019 at 7:30 pm at the State Bank of the Lakes, Meeting Room – lower level, 50 Commerce Drive, Grayslake IL.

**MEETING:** The acting President, Lynne Witkowski, opened the meeting at 7:23 pm.

**QUORUM:** The following Directors were present: **Paul Revis (PR)**, **Linda McNeilly (LM)**, **Chris Detweiler (CD)**, **Lynne Witkowski (LW)**, **Matt Wente (MW)**, **Ben Cohen (BC)** and **Marc Nielsen (MN)**. Kalman Management (KM), Inc. was represented by **Steven Hrbek (SH)**. Also in attendance were homeowners Candi Gerfin/Potomac Ct; Victoria Cohen/Chesapeake Blvd., Julie Hurley/Fairport Dr., and Joan Leon/Crisfield Dr.

**MINUTES:** Review and approval of the August 2019 meeting minutes were tabled to February 2019. LM to follow-up with Candi Gerfin as she was acting secretary at the August 2019 meeting.

**APPOINTMENT OF OFFICERS:**

- President: **Lynne Witkowski**
- Vice-President: **Matt Wente**
- Secretary: **Ben Cohen**
- Treasurer: **Linda McNeilly**
- Landscape Chair: **Chris Detweiler**
- Fence/Monuments Chair: ~~Matt Wente~~ *Marc Nielsen 3/4/2020*
- Webmaster: **Paul Revis**
- Social Chair: **OPEN**

Motion to approve new officers by PR, seconded by CD. All in favor – motion passed, new officers accepted.

**FINANCIAL/TREASURER REPORT:**

- KM provided report of quarter 3 (Q3) financial activity (as of 9/30/2019). On budget thru Q3.
  - ~40 homeowners are delinquent on their annual assessments - 23 with delinquencies <24 months, 4 owe late fees only. Total delinquent accounts ~\$19K.
- Motion to approve 2020 by CD, seconded by MN. All in favor – motion passed.

**MANAGEMENT REPORT:** 2019 Q3 Financial report shared.

**COMMITTEE REPORTS**

- Social (open)
  - No social chair at this time.
  - BOD discussed continuance of social activities – Pool Party (July, cost ~\$800) and Garage Sale (June, no cost unless new signs needed). BC to survey homeowners for their interest/opinion of the social activities. Social next steps tabled until February 2019 meeting.
- Landscape (CD)

- Replace dead ash tree on Tylerton with elm; replace 3 dead pecan trees on Jamestown Ct with 2 elms – costs \$4,070. Cost to be incurred in 2019 – budget available.
- Address beds at each monument/entrance – clean up, simplify, protect lights. Projected cost ~\$8K, not budgeted for. CD to look to spread work & cost across multiple years.
- Fence/Monument (MW)
  - MW fixed picket at end of Washington/Lake.
  - Lights at several entrances need correction or replacement. MW gathering extra parts from former board member Tony Durnil.
- Website (PR) – chesapeakefarms.org still active, although we are not paying for the service – switched over to Nextdoor.com as our social network. SH to follow-up with Al Kalman to regain ownership of the chesapeakefarms.org domain from service provider.

#### OLD BUSINESS

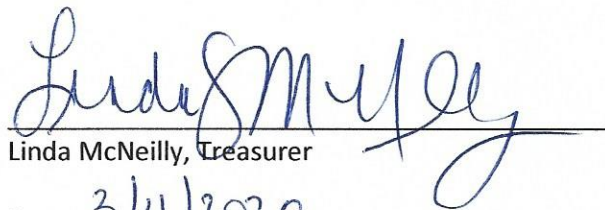
- The Board review of the proposed 2021 budget to occur during August 2020 meeting, not via email exchange in October.

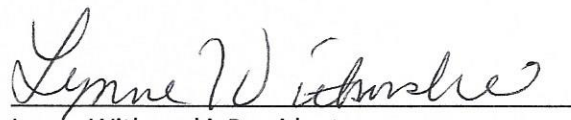
#### NEW BUSINESS

- Proposed 2020 budget – HO annual assessment reduced for 2020, \$100 per home; Landscape \$25,950; Social \$1,024; Fence/Monuments \$1,820; Website \$800.
  - Motion to approve 2020 by PR, seconded by LM. All in favor – motion passed, budget accepted.
- 2020 Board meetings
  - February 5 2020
  - May 6 2020
  - August 5 2020
  - November 4 2020
  - Location: Grayslake Village Hall, Community Room (reserve room from 6:45-9:00 pm)
  - 7 pm start
  - PR to add to Nextdoor.com
- CD to inspect Jamestown Ct tree behind monument – trim as needed
- CD to inspect spruce tree at entrance of Crisfield & Lake (north end)

**ADJOURN:** Motion to adjourn the meeting was made at 8:37 pm by LW, seconded by PR - all in favor.

Respectfully submitted,

  
 Linda McNeilly, Treasurer  
 Date 3/4/2020

  
 Lynne Witkowski, President  
 Date 3/4/2020