

PRAIRIE WOODS

HOA Meeting Minutes

Meeting: ____ Regular Meeting – December 05, 2018

Next Regular Meeting Date: February 13, 2019 ____

ATTENDEES:

President: Meg Natkze Vice President: Lisa Mitchell

Treasurer: Scott Kochaney Special Projects: Jason Geist

Not present: Secretary: Rich Aguilar

Two residents (1 property) were also in attendance.

OPEN MEETING - MEG

SILENCE PHONES - CALL TO ORDER - MEETING MINUTES REVIEW – SCOTT TAKING MEETING NOTES

APPROVE MINUTES FROM OCTOBER MEETING

Scott motioned to approve, Jason seconded

OPENING STATEMENT

Meg formally introduced Scott, Lisa and Rich into their appointed roles as interim of vacated positions. Scott provided documentation of Board of Director terms. 2 positions, Vice President and Treasurer currently held by Lisa and Scott respectfully are up for re-election in April of 2019.

PRESIDENT UPDATE

- Discussed preparation and dates for Q1FY19 HOA dues billing.
- Call for Newsletter content. Target 12/15 as deadline for Newsletter draft.
- Since there are new people in roles needed for mailing at end of December, Meg offered assistance for billing and Newsletter publication. Other Board members also assist with newsletter content.
- Annual report has been completed and filed

TREASURER UPDATE

- Scott created Draft Budget for 2019 and presented it to the Board for review and discussion. Several line items were adjusted based upon Board input
- Discussion of upgrading software on HOA computers. Investigation needs to be done on software upgrade compatibility and license costs.

PROJECTS UPDATE

- Jason to investigate debris in vacant lot on Red Oak in Arbor side
- Jason has made several calls into the Village regarding street lights that are out. There are 3 street lights in Meadow side that are out.
- Jason to open storm drain in front of 2335 Fen View house

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VICE PRESIDENT UPDATE

- Lisa investigating app/service as a SMS Text notification service to HOA residents. Residents would have the ability to opt-in to the service. Target is to include information in upcoming newsletter
- Lisa will schedule future meetings with the Village Hall

SECRETARY UPDATE

- Meg commented that the website has improved but is still in need of some updating. Rich was not present to provide any update on plans.

NEW BUSINESS

- Discussed Snowman Contest and posting information on the website
- Date set for Progressive Dinner (Feb 23, 2019)
 - Announcement to be included in next newsletter
 - Email blast will supplement notice in early February
 - Target RSVP deadline Feb 10, 2019
- New neighbors have moved into 2425 Fen View
- Begin HOA Board Elections preparation for April 2019
 - Announcements
 - Forms
 - Date set for April 18, 2019
- Need to add Treasurer as authorized signature on HOA bank account

UPCOMING DATES

- Next Regular Board Meeting – Feb 13, 2019
- HOA Board Elections – April 18, 2019

OPEN SESSION

- Resident request for electronic filing number of amended HOA Rules and Regulations with McHenry County Clerk office.

BOARD MOVED INTO CLOSED SESSION

BOARD CAME OUT OF CLOSED SESSION

MEETING WAS ADJOURNED