

PRAIRIE WOODS

HOA Meeting Minutes

Meeting: September 8, 2021

Next Meeting Date: 12/8/2021

ATTENDEES:

✓ **President:** Renee Shopp ✓ **Vice President:** Deena Krieger **Secretary:** Rich Aguliar
✓ **Treasurer:** Scott Kochaney ✓ **Special Projects:** Jason Geist

UPCOMING BOARD MEETING DATES

	APRIL, 2022 (ELECTION)	TBD	TBD
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OPEN MEETING

SILENCE PHONES - CALL TO ORDER - MEETING MINUTES REVIEW -

APPROVE MINUTES FROM LAST MEETING: YES

PRESIDENT:

Date	Who	Action Item	Status

- New Member to the board
- Picnic Results-Had enough food/kept under budget
- Park Status-Lawyer Information: The village has been notified that they are the owners of the park by the HOA.
- Pulte-Effects of new homes: Lots of movement from the public to the area. Foreman has been spoken with regarding the parking for the workers. The workers are responsive to the requests made by HOA.

VICE-PRESIDENT

Date	Who	Action Item	Status
	Deena	Discuss with the board if we can include the FB non HOA page in the welcome letter? What numbers for sure NOT to include. Add Libraries (both McHenry and Wauconda?). Any other numbers to add?	

- Resident Communication

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- Welcome Letter to all new incoming residents- We won't be promoting services, these will be public work, schools, police department...perhaps add new members to the Friendsview Facebook page.

TREASURER

Date	Who	Action Item	Status
	scott	compare the cost of zoom vs. google to allow a longer meeting.	

- **RESERVE STUDY**-WE DON'T NEED TO PLAN OR BUDGET FOR THE PLAYGROUND AT THIS TIME.
- **WEBINAR INFORMATION**-SCOTT AND RENEE ATTENDED A PUBLIC WEBINAR FROM A VARIETY OF STATES REGARDING THE RESERVE FUND TOPIC. BROAD BASED ATTENDANCE FOR THE WEBINAR. *DISCUSSION IS* : PURPOSE, REQUIREMENT, OBLIGATIONS FROM THE HOA IS. THERE IS NO STANDARD. THERE IS NO REQUIREMENT TO DO RESERVE FUNDING. IT IS DESIRABLE AND FISCALLY RESPONSIBLE TO DEVELOP AND MAINTAIN A RESERVE FUND. OUR FUNDING REQUIREMENTS ARE NOT AS SIGNIFICANT AS A CONDO LIKE COMMUNITY THAT HAS, FOR EXAMPLE, ELEVATORS, OTHER HIGHER END MAINTENANCE. WE PRIDE OURSELVES AS A HOA THAT WE HAVE NEVER ONCE RAISED DUES. OUR GOAL IS TO CONTINUE WITH THAT TRACK.
- **PLANNING FOR RESERVE FUNDS**-WE HAVE 2 PRIMARY ACCOUNTS: OPERATING ACCOUNT, CHECKING ACCOUNT AND SAVINGS ACCOUNT. THE ACCOUNT WILL NOT BE IDENTIFIED AS A "RESERVE ACCOUNT". WE WILL TAG THEM SEPARATELY SO WE CAN REPORT ACCORDINGLY. PURPOSE THAT WE DO A TRUE UP- BUDGETED NUMBER AND ACTUAL NUMBER. WE HAVE COME IN UNDER BUDGET THROUGHOUT THE HOA. WE CAN USE THE MONEY THAT COMES IN UNDER BUDGET AND USE THAT TOWARDS THE TRUE UP ACCOUNT. WE WILL PUT 10% INTO THE NON OPERATIONAL BUDGET AND NOTE THE DIFFERENCE AT THE END OF THE YEAR. THE FOLLOWING MEETING WILL HAVE THE REVISED NUMBERS .
- **BUDGET**-SCOTT SHARED THE BUDGET AND TRACKING OF THE BUDGET. ALL THE BUDGET INFORMATION IS POSTED ON THE WEBSITE.

SECRETARY

Date	Who	Action Item	Status
	Rich	content and drafts be on weekend of september 25th for the newsletter	

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- NEWSLETTER
- WEBSITE

SPECIAL PROJECTS

Date	Who	Action Item	Status

- MAILBOX POSTS-THANKS THE VOLUNTEERS. MONEY THAT WAS SPENT (\$500) BUDGET WHICH IS MORE THAN THE HOA PLANNED, BUT IT INCLUDED A VARIETY OF PARTS THAT WOULD FIX ANY OTHER MAILBOXES. WE HAVE 16 TOTAL ARMS, WE HAVE USED 12.
- NEW CONTRACTS FOR MOWING- ALESHIA TO RENEGOTIATE THE CONTRACT.
- STATUS OF TREE ON ARBOR SIDE- IS THE TREE ON THE ARBOR SIDE SRJACOBSENS?

NEW BUSINESS:

1. 2022 BUDGET
2. APRIL ELECTION-3 POSITIONS AVAILABLE- THIS IS NOTED.

OPEN FLOOR FOR QUESTIONS/COMMENTS:

- EVERY DEVELOPER PAYS DUES TO THE HOA. SR JACOBSEN HAS A TRANSACTION AND THEY ARE EXEMPT FROM PAYING DUES.
- THE HOA WILL NOT BE TAKING CARE OF THE PARK. THE VILLAGE HAS BEEN NOTIFIED. THE RESIDENCE WILL BE NOTIFIED THAT IT IS MANAGED BY THE VILLAGE. THE RESERVE STUDY HAS TWO DIFFERENT LINED ITEMS WITH THE PARK INCLUDED AND THE PARK NOT INCLUDED.
- ANY MONEY EXPENDITURE SHOULD HAVE A MOTION BY THE BOARD. SUGGESTION OF DOCUMENTATION FOR THE BOARD FOR THE RESOLUTION. RENEE WILL BE PREPARING A DRAFT FOR RESOLUTION. HOA WILL LOOK FOR LEGAL GUIDANCE.
- STEVEN NOTED THAT OUR BYLAWS STATE THE SECRETARY NEEDS TO TAKE MINUTES. OR REALLOCATE ROLES.

CLOSED SESSION

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