

Board Members Present							
Sean Mellican		Debbie Kosty		John Rizzo		Abel Bustamante	
Joe Kahn							
Alanwood Representatives Present							
Carolyn Lewis		Dan Taylor					
Commence		7:15 PM		Adjourn		10:08 PM	

Minutes

1) Management review

- a. Review and approve draft of 2004 compilation, to receive electronic copy and final report.
- b. 2005 Budget for new Board members.
- c. Review of accounts past due.
 - i. Late notice sent in Feb.
 - ii. Four homeowners were sent to collections, two paid, one settled, and the Associations received a judgement against one homeowner. (The minutes will not reflect individual homeowners due to the public posting of the minutes).

2) Past due accounts

- a. Motion
 - i. Certified letter with the following information will be sent no later than July 5th by Alanwood.
 1. Detailed invoice for all charges
 2. If payment is not received by August 15th, the following charges will be added and the account will be sent to the Attorney for collections
 - a. \$10 per month starting February 1, 2005 – Example \$70 if paid by August 31st
 - b. 20 % interest on balance due
 - c. Attorneys fees – Example \$250 for Attorneys fees for the first filing.
 - d. Court costs - Example \$95 for the first filing.
 - ii. Motion – John Second – Abel In favor – all present Against – none

3) Garbage can issue

- a. Motion
 - i. Letter to be sent to Account 1522, no later than July 5th by Alanwood,
 1. Pursuant to the April 20th Letter, you have been in violation of Section 9.09 by having your garbage cans visible from the street since May 1st. The board has determined that the fine will be based upon a weekly infraction. You have been in violation for the past eight weeks, therefore a fine of \$50 for the week of June 27th, 2005 has been assessed. Compliance with Section 9.09 should commence immediately or you will be subject to additional infractions starting the week of July 11th. The payment of the \$50 assessment must be received by August 5th. The Board reserves the right to levy the additional infraction fines for the weeks of May 2 through June 20th in the amount of \$350. Additional will infractions will occur on a weekly basis, if you choose not to come into compliance.
 2. Motion – John, Second – Sean In Favor – All Against – none
 3. Motion
 - a. If payment of the \$50 infraction assessed to account 1522 is not received by August 5th, a certified letter will be sent to the homeowner for the fines for May 2 through June 20th for payment in the amount of \$400 by September 5th. If payment is not received by September 5th, the account will be sent to collections and attorneys will be added to the assessed fines.
 - b. Motion – John Second – Joe, In Favor – All, Against – none.
 4. A copy of all violations letters and a log will be kept by Alanwood.
 - ii. Mailbox

1. The issue of the mailbox for 1310A was discussed by the Board. John will respond to the homeowner in regard to the by-laws.
- iii. Signs
 1. Dan presented an estimate from Heritage Signs, Ltd.
 2. Joe will chair the sign committee.
- iv. Management Contract
 1. Motion
 - a. Alanwood will provide the Board a monthly list of the new homeowners with the amount charged for the paid-up assessment letter. A copy of the paid-up assessment letters issued on behalf of the sellers for the property will be included in the monthly management packet.
 - b. Motion – John, Second – Sean, In Favor – All, Against – none
 2. The association and management company had a misunderstanding in regard to the administrative fee charged with delinquent accounts. The management company was under the impression that the administrative fee would be passed through to the management company. The board did not intend to pay the management company an additional fee. The sum of \$330 will be transferred back from the administrative pass through account to the late fee account.
- v. Landscaping
 1. Eight trees were removed from the 1st cul-de-sac West of Almond. The trees were replaced by the Village of Gurnee.
 2. Australian pines
 - a. The landscaper proposed to remove the branches from the bottom of the trees and clean-up the needles beneath the trees for the amount of \$4920.
 - b. If we agree to renew the current contract through 2009 (an additional three years) at the current rate, the project would cost \$3530.
 - c. Motion
 - i. The pine reduction project will be executed at a cost of \$4920.
 1. Motion – John, Second – Joe, In Favor – all, Against – none.