

AGENDA

*Grand Pointe Meadows (Single-Family Detached Homes) Homeowner's Association - (GPMHA)
Meeting of May 25, 2010*

The GPMHA will hold a meeting in the conference room of the Emmett's Restaurant, 128 W Main St, West Dundee, IL, at 8:00 p.m. on Monday, May 25, 2010.

- I. Roll Call
- II. Approval of Minutes
May 3, 2010
- III. Old Business
 - A. Discussion regarding communications with Rage Management.
 - B. Discussion regarding 2010 budget.
 - C. Discussion regarding future management company agreements.
 - D. Discussion regarding a 2010 landscaping contract.
- IV. New Business
 - A. Request for approval: Fence; 1450 Walnut Drive
 - B. Review of proposed Board position descriptions.
 - C. Discussion regarding Board retreat/planning meeting.
 - D. Discussion regarding the "friendly reminder" letter.
- V. Items in Review
 - A. Discussion regarding renter and home-occupation concerns within GPM; Discussion regarding GPM Web site.
- V. Public Comments
- VI. President and Board Comments
- VII. Adjournment

REPORTS

*Grand Pointe Meadows (Single-Family Detached Homes) Homeowner's Association - (GPMHA)
Meeting of May 25, 2010*

Minutes

Minutes of meeting held on Monday May 3, 2010

Roll call was taken at 8:15 pm. In attendance were. Chris Nelson, Lori Schutt, Scott Lindgren, Cheryl Alopogianis, Anita Bogs, Becky Carnes, Angela Darrow, Marianna Guenther and Michele Powers-Gallichio. A motion to approve those in attendance was made by Lori Schutt and Scott Lindgren seconded. The motion was approved by all.

There were 13 homeowners in attendance in addition to the board members.

There were no previous minutes to approve.

Under old business the acceptance of the newly formed homeowners association was approved.

New Business:

Lori Schutt and Anita Bogs volunteered to be the designees for the GPM Master Association. A motion was made by Michele Powers-Gallichio and seconded by Lori Schutt. The motion was approved by all.

Discussion was had regarding communications with Rage management and future management company agreements. It was decided that Scott will handle RFP for management companies and have for the next meeting. Anita and I will meet with Rage Management and results from that meeting will be discussed at our next meeting.

Regarding sending the letter to Rage for notification of termination of contract this item has been tabled until the next meeting. Also tabled was the decision whether or not to use a management company until we can review the rfp's. A motion for these items to be tabled was made by Cheryl, Lori seconded. The motion was approved by all.

Discussion was had regarding the 2010 landscaping contract this item was tabled to the next meeting. Motion made by Chris to table until next meeting, Scott seconded. The motion was approved by all.

Discussion regarding renter occupied single family homes was had. Considering the state of the economy and the difficulty owners may have selling their homes it was decided that this item would be tabled for approx 60-90 days. This will give the board an opportunity to look at ways to have "prior" approval before a home can be rented.

There was brief discussion regarding highly visible home businesses being operated from the single family homes. Limousine services, taxi cabs, construction vehicles etc. This item was tabled for 60-90 days in order for the board to fully look at the by-laws and see what actions can take place.

A motion was made by Chris to table renter occupied & highly visible home business discussion for 60-90 days and seconded by Scott. The motion was approved by all.

Chris discussed the possibility of having a GPM website where homeowners could go to find out news, check when meetings will be held, etc. At this time no official action will be taken and this may be discussed at a later date.

Lori Schutt provided an update on the common areas and pond.

This was informational only and no official action needed to take place.

It was decided that all future meetings for the GPMHOA will occur on the 1st Monday of the month at 8:00pm. The location of the meeting will be at the West Dundee Public Safety Building on Carrington Dr. or at an alternative location should the Safety building not be available.

At this time the board feels it necessary to have several meetings until everything is up and running and may find it necessary to hold "special" meetings. A "special meeting will be held on May 25th at 8pm.

A motion was made by Chris to establish regular board meetings on the 1st Monday of the month, Becky seconded. The motion was approved by all.

The 2010 GPMHOA budget was briefly discussed and a decision was made to table this until further information can be obtained regarding financial status, expenditures, etc from Rage. A motion to table this was made by Chris, Angela seconded. The motion was approved by all.

During our general discussion it was brought up that an architectural review board should be formed along with a liaison to the village. Discussion was made regarding a Neighborhood watch person and that the police department will come in to "train" on what to look for. As a board we let everyone know that we are here to work for the betterment of our sub-division and that we are all a team (board and non board). All meetings will be open meetings and that the homeowners input is very important to us. Also Angela will be putting a list of the "top 10" by-laws together and forward to the board members.

A motion was made to adjourn the meeting at 9:00pm by Cheryl, seconded by Becky. The motion was approved by all.

Old Business

A. Discussion regarding communications with Rage Management.

A report from Anita Bogs and Cheryl Alopogianis regarding their recent meeting with Rage Management.

B. Discussion regarding 2010 budget.

A report from Anita Bogs regarding her review of the financials held by Rage and her proposal for the creation of a 2010 budget for Board consideration.

C. Discussion regarding future management company agreements.

A report from Scott Lindgren regarding the responses he received from prospective management companies. Preliminary cost data is tabulated below. The actual submittals will be available at the meeting for review.

Company	Total Cost - Annual	Cost per Home - Annual	Notes
Vanguard	\$7,020	\$52.68	--
Homeowner Association Services	\$10,500	\$77.78	More data being requested.
American Property Management	\$12,768	\$94.58	More data being requested.

Scott is recommending that the management contracts be reviewed by an attorney and that the Board interview representatives of the prospective management companies.

As these tasks are being completed, the Board should consider formalizing a month-month management agreement with Rage.

D. Discussion regarding a 2010 landscaping contract.

A report from Becky Carnes regarding the responses she received from prospective landscaping companies. Preliminary cost data is tabulated below. The actual submittals will be available at the meeting for review.

Company	Total Cost - Annual	Notes
Bonkosky	Incomplete	Failed to properly segregate Master Association costs from GPMHA costs. No signs/shrub maintenance.
Eden Projects	\$5,200	--
Orion Landscape	\$3,500	--
Trinity	\$3,335	Incumbent. Apparently failed to properly apply weed inhibitor last season, resulting in current common area issues.

New Business

A. Request for approval: Fence; 1450 Walnut Drive

A request by the homeowners for approval of a fence to be installed at 1450 Walnut, per Village of West Dundee permit issued 05-19-2010. Fence description will be available for review at meeting.

B. Review of proposed Board position descriptions.

I (Chris Nelson) have recapped below some Board position descriptions that I pulled from other HOAs. Please note that I could not find positions comparable to the "At-Large" ones we have developed, so I haven't any suggested language at this time.

PRESIDENT: The president of an association is vested with all the powers generally given to the chief executive officer of a corporation. While specific by-law provisions may vary the president's duties, it is generally presumed that he or she will preside at all meetings of the board and the membership. The president will execute contracts, orders and other documents in the name of the association as its agent. When signing documents, the president should indicate the capacity in which he or she is signing in order to avoid any personal liability since the president's signature, under most circumstances, will bind the association under a doctrine of inherent powers.

The president also assumes general charge of the day-to-day administration of the association and has the authority to order specific actions in furtherance of the board's policies. The president serves as spokesman for the board of directors in most matters relating to general association business. Like all officers of the association, the president has an affirmative duty to carry out the responsibilities of the office in the best interests of the association. Unless otherwise specified in governing documents, the president serves at the will of the board of directors and can be removed with or without cause at any time by a majority of the full board.

VICE-PRESIDENT: The vice-president is vested with all the powers which are required to perform the duties of the association president in the absence of the president. The vice president does not automatically possess inherent powers to act in the capacity of the chief executive officer, and may act for the president only when the president is actually absent or otherwise unable to act. The vice-president may assume such additional duties as are defined by the board of directors. Often, the vice-president will chair one or more substantive committees like that of architectural review.

SECRETARY: The secretary of the association is responsible for keeping and maintaining a record of all meetings of the board and the membership and is the custodian for most of the official records of the association. The position of secretary is not simply a clerical position. In many cases, the secretary will not actually keep the minutes of the meetings, but will be responsible for obtaining someone who will do so as a recorder or assistant secretary. As the custodian for the minutes and other official records of the association, the secretary is responsible for insuring access to those records by the members of the association and their authorized representatives.

TREASURER: The treasurer is the custodian of the funds, securities and financial records of the association. When the association has a manager or management company that actually handles the funds on a daily basis, the treasurer's duties will include overseeing the appropriate people to insure that the financial records and reports are properly kept and maintained. Unless the by-laws otherwise specify, the treasurer is responsible for coordinating the development of the proposed annual budget and for preparing and giving the annual financial report on the financial status of the association.

The treasurer does not have the authority to bind the association or the board of directors in dealings with third parties unless the board has provided express authority for the treasurer to do so. As with the association's secretary, the treasurer does not have to perform the day-to-day record keeping functions of the association when this responsibility is transferred to a management company, but the treasurer will ultimately be responsible for insuring that the financial records of the association have been maintained properly in accordance with sound accounting practices.

C. Discussion regarding Board retreat/planning meeting.

A proposal to have non-action Board meeting where the full Board will meet to get to know one another better and to collectively chart the course for the Board over the coming year.

D. Discussion regarding the "friendly reminder" letter.

A discussion regarding the release of the "friendly reminder" letter that would be based on the by-law highlights list developed by Angela Darrow and Becky Carnes. The proposed text of the letter is on the following page.

Over the coming months, the Grand Point Meadows Homeowners Association (GPMHA) will be working to ensure that HOA bylaws are observed by residents. With that in mind, the GPMHA is providing a friendly reminder below of some of the pertinent bylaws (and, in some cases, municipal ordinances) that will be enforced going forward. More details regarding these items will be coming soon. In the interim, please contact _____ at _____ if you have questions or concerns.

Vehicles

- No commercial vehicle, mobile home or trailer shall be parked on any lot (unless contained in garage). Commercial vehicles are outlined in IL revised statutes chapter 95-1-2- 1-114.
- Abandoned vehicles are prohibited. An abandoned vehicle is defined as: 1.) any vehicle in a state of disrepair rendering the vehicle incapable of being driven in its condition or; 2.) any vehicle that has not been moved or used for seven (7) consecutive days or more if located on private property or for three (3) days or more if located on public property.

Architectural

- No above ground pools except as approved by assoc. and the village. Each pool shall be surrounded by a deck, and with skirting around the base.
- All lots shall be residential lots. No structures shall be erected, altered, placed or permitted on any lot other than one building for private residence.
- No outbuildings, sheds, or detached structures allowed. (Children's swings and equipment are OK, though it is recommended that they be located in the rear yard of the structure.
- All fences require assoc. approval. Current guidelines are maximum of 5 feet tall, wood, vinyl, or decorative aluminum.

Solid Waste and Recycling

- No storage of rubbish of any kind.
- All waste materials must be placed on the tree bank in front of the owner's premises, and must be easily accessible to the collector on the day of collection. On all days excepting the day of collection, containers must be stored on the owner's premises on the side of a structure or out of sight. (Village Ord. 89-04, 4-3-1989; amd. 2004 Code.)

General

- No more than 3 dogs and 3 cats over six months of age shall be kept or maintained on any lot.
- All homes must be owner-occupied. Renting and leasing is available by written consent solely through village discretion.
- Lawns must be mowed regularly.