

Location: Antioch Township Assessor's Office, 1625 Deep Lake Rd, Lake Villa, IL 60046

NeuHaven Home Owners Association (HOA) meeting

I. Call to Order

7:00 PM by Treasurer Delgado

II. Roll Call

Present:

Will Martino, President
Danny Delgado, Treasurer
Kirk Hitschel, Secretary

Absent:

none

Representing Vanguard Community Management was Jennifer Falasz.
There were about 20 homeowners present.

III. Approval of Previous Minutes

A motion was made by Secretary Hitschel to approve the August 26 2008 Meeting Minutes.
Motion seconded by Treasurer Delgado. The motion was carried unanimously.

IV. Treasurer's Report

Presented by Treasurer Delgado:

- year-to-date (Sep 30) summarized

V. 2009 Budget

HOA significant expense is legal fees

- reconsidering collection process to reduce fee liability to association
- President Martino: automatic process of legal letters issued adds financial liability to association, the Board has worked with homeowners to remedy accounts

VI. Budget Questions:

- Vanguard initiates collection process
- Association is liable for collection fees until collected from delinquent homeowner
- First letter is initiated after 30 days account delinquency by Vanguard (this is a standard policy, not specific to NeuHaven), a second letter is issued after 60 days
- Transferred to legal dept after 90 days

> Suggestion made to use outside vendor for collections, one based on final collections rather than letters issued

Vanguard response: may not be able to use outside vendor except for bankruptcy and foreclosure cases

> President Martino thanked Treasurer Delgado for finding discrepancy in management fee charges, stated fee to be refunded

VII. 2009 Budget vote

A motion was made by Secretary Hitschel to approve 2009 budget, motion seconded by Treasurer Delgado. The motion was carried unanimously.

VIII. Old Business

- Account matrix handout: Treasurer Delgado describes matrix
- The Board is using Goggle site to collect questions regarding improvements/Neumann bankruptcy
- any amendments to the CCR's requires 2/3 homeowners approval by vote
- if a homeowner felt strongly about an issue the Board recommends they circulate a petition with signatures to show Board there is community support for an amendment

proposal

- Rules enforcement: the Board does not actively police for violations. Vanguard inspects lots for blatant violations.

IX. New Business (then floor opened to home owners)

- Collection policy (mentioned in budget portion of meeting)
- ARC approvals: will be required

Questions:

- Outstanding dues for bank owned/bankrupt lots? Intention is to collect dues.
- Lease agreement CCR amendment? Board can support existing Article that landlords are required to file lease agreements.
- Vanguard's contract period? 2 years from turnover of all three NeuHaven associations (townhomes have not turned over).
- Will other management firms be reviewed? Yes.
- Can ARC rule include excessive weeds on lot? Village ordinance and CCRs/Rules and Regulations cover this topic.
- What legal guidance does the association have dealing with the village? The Board has access to counsel, but have not used services for village communications.
- What are the top 10 time consuming tasks for Vanguard? Financials, reports, landscaping/pond proposals, e-mails, phone calls, legal matters, coding invoices, inspections
- Can Vanguard inspect entire subdivision weekly? Vanguard is not required to review entire subdivision weekly. President Martino stated the best way to ensure upkeep of properties is to file violations with Vanguard.
- How often/long does Vanguard drive through? Weekly, each section covered monthly.

X. Next Board Meeting

X. To be in March 2009.

X. Adjournment

A motion was made by President Martino to adjourn the November 26, 2008 HOA Board Meeting at 8:53 PM. Seconded by Treasurer Delgado. Motion carried unanimously.

Minutes approved by: Secretary Hitschel March 10, 2009

This document is subject to correction as noted on next meeting's minutes.

x
