

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

*NeuHaven HOA Board of Directors Meeting*

**I. Call to Order**  
about 8:35 PM

**II. Roll Call**

*Present:*

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

*Absent:*

Representing ACM was Lucia Matlock.

**III. Agenda:** Motion to remove landscaping performance and pond restoration and approve agenda made by Treas. Delgado, seconded by Pres. Martino. Motion passed unanimously.

**IV. Approval of Previous Minutes:** A motion was made by Sec. Hitschel to approve the December 2013 Meeting Minutes, seconded by Pres. Martino. Motion passed unanimously.

**V. Manager's Report:** Drive through twice a month, drive streets, not go into yards unless there was a homeowner report.

**VI. Financials/Budget:** See attached. The bad debt amount needs attention as it seems it should be lower. Once the village installs the swings, we will pay the \$6,000 we pledged for the park upgrades.

**VII. Homeowner Forum**

**VIII. Old Business**

- Ratify the Associations' liability insurance policy from Nationwide: Motion to ratify the policy made by Treas. Delgado, seconded by Pres. Martino. The motion passed unanimously.
- ACM Collection Policy: Pres. Martino wants to add a lien to delinquent accounts after the second missed payment. Lucia will get collection proposals. Motion to approve ACM Collection Policy made by Pres. Martino, seconded by Sec. Hitschel. The motion passed unanimously.

**IX. New Business**

- Review ACM Performance: Double billing in July, homeowners are being told by ACM "if you've paid don't worry about it." Lucia will investigate and follow up. We want to make sure the association is not billed for the errant statements.
- Review fence standards and create the official Fence Standard Pages (document): Rules will be tabled to revise wording by ARC committee. Sec. Hitschel to draft revised document and review with the ARC committee.
- Violation/fine process: Lucia said the current \$10 per day fine structure is not reasonable, and is excessive. She suggests using an escalated structure: 14 day warning, then fines starting at \$25, the next fine would be \$50, then \$xx (amount to be determined). Lucia would be able to document an ongoing offense (photo) to support the violation.
- Mowing Policy for vacant homes: we will decide on a case by case basis.
- Mary's Park fences: table for now.

- X. **Adjournment:** At 10:30 PM a motion to adjourn the meeting was made by Pres. Martino, seconded by Treas. Delgado. The motion passed unanimously.

*Minutes approved by: x* \_\_\_\_\_

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

# NeuHaven Homeowners Association

For the six months ended June 30, 2014

	June 2014	
<b>Balance sheet</b>		
Cash - operating	79,788	
Cash - reserves	77,545	
Accounts receivable, net	21,249	
Other assets	529	
<b>Total assets</b>	<b>179,111</b>	
Accounts payable	5,438	
Prepaid assessments	19,401	
Due to Master	-	
<b>Total liabilities</b>	<b>24,839</b>	
<b>Net assets</b>	<b>\$ 154,272</b>	
<b>Income statement</b>		
	<b>Actual 2014</b>	<b>Budget 2014</b>
Assessment income	25,125	26,530
Other income	5,307	13,650
<b>Total income</b>	<b>30,432</b>	<b>40,180</b>
Expenses		
Administrative	5,287	1,715
Professional services	5,633	8,750
Management fee	10,590	10,590
Taxes & insurance	1,689	2,303
Bad debt	-	12,248
Enhance subdivision	300	-
Reserve contributions	4,656	4,575
<b>Total expenses</b>	<b>28,155</b>	<b>40,180</b>
<b>Net income</b>	<b>\$ 2,277</b>	<b>\$ -</b>