



Single Family Homeowners Association
P.O. Box 870, West Chicago, IL 60186
Voice Mail – 630-375-7733
Email – willowcreekhomes@yahoo.com

PROPOSED MEETING MINUTES

Meeting Minutes

Willow Creek Single Family Homeowners Association Meeting December 14, 2009 – Wegner School Library

Board Attendees:

Don Kochniarczyk – President
Jim Slater – Vice President
Ken Driscoll – Secretary
Liz Vivacqua – Treasurer
Russ McIlwain – Board Member

- **Call to Order**
 - Meeting called to order by Don Kochniarczyk at 7:30 PM
- **Approved minutes from September 14, 2009**
 - Minutes from previous meeting read by Ken Driscoll
 - Don made a motion to approve the minutes
 - Liz seconded the motion
 - All board members voted unanimously to approve the minutes
- **Treasurer's Report**
 - Liz provided high level overview of association expenses and revenue year to date
 - Revenue - \$32,515
 - Expenses - \$28,086
 - 1 outstanding invoice from a property in foreclosure
 - Susan Kaiser inquired as to the nature of the legal fees for fences
 - Liz provided detailed accounting of what the legal expenses were for
 - Domenic Barbaccia asked who had authorized the expenses
 - Liz responded that as a former Board member, Domenic had approved the expenses
 - Domenic questioned the validity of the expenses as having been approved and necessary
 - Nancy Winchester respectively disagreed stating that the expenses were incurred and approved by the Board and as a Board member Domenic was aware of those expenses and had, in fact, approved them
- **Association email**
 - Liz reported a couple emails requesting assessment letters and another reporting that a homeowner's dog had been killed by a coyote
 - There was a lot of discussion among meeting attendees regarding coyotes in the area
 - Jim Slater then reported that he had done some research on the coyote issue and was informed that there were some reports throughout Dupage county of coyotes so this was not unique to Willow Creek.



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- Someone then asked if there was anything that could be done about the coyotes.
- Domenic Barbaccia then stated that the West Chicago police had sent an email informing residents of the presence of coyotes in the area
- Don Kochniarczyk then stated we (the Board) would investigate what options might be available to address the coyote issue

- **Old Business**
 - Jim Slater reported that he had investigated the possibility of having a property management company take over day to day management of the Homeowners Association. He reported that he obtained two separate bids and that both proposals would result in increased expense to the Association. The Board had decided that it would not be in the best interest of the community to incur these additional expenses.
 - Don Kochniarczyk then reported progress on obtaining bids for entrance sign construction. He then reported that the Board had agreed on some preliminary designs for the signs and encouraged those at the meeting to look at pictures that he brought and to weigh in on how they felt about the look.

- **2010 Budget Review**
 - Liz Vivacqua presented the proposed budget for 2010. There is \$17,295 in a CD that is nearing maturity, \$19,474.66 in a money market account and \$9,815 in a checking account.
 - Liz made a motion that we do not roll over the CD, given the anticipated expense of installing new signs and potential legal expenses.
 - Don seconded the motion
 - Motion carried by unanimous vote of the Board
 - The Board then discussed the need to increase the annual assessment amount 5% since there had been no increase for the past 5 years. No one in attendance raised any objections to the idea.
 - Don then made a motion to increase the annual assessment to \$152.00 per year, an increase of 5%.
 - Motion seconded by Jim
 - Motion carried by unanimous vote of the Board

- **Executive Session Review**
 - Ken Driscoll reviewed the items that were discussed and agreed upon at a previous executive session.
 - The first was to formally recognize that the Board had unanimously voted that homeowners A, B, C and D were in violation of the Amendment to the Declaration of Covenants, Conditions and Restrictions that prohibits the construction of fences with two exceptions and that actions outlined in Section 2 would be initiated.
 - The second item was to formally recognize that the Board had decided to retain the services of Tressler LLP, Mr. Jim Arrigo to represent the Board.
 - Jim made a motion to formally approve the above two actions
 - Liz seconded the motion
 - Motion carried by unanimous vote of the Board

- **New Business**
 - Don discussed we had received landscape bids from Ground Pros, Inc. and Pine Landscaping. No other bids were received. The Board is not ready to move on this action yet as are waiting for clarification from Ground Pros whether their bid includes mulch.



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- Don reported that George Gargano had requested that three cottonwood trees that are in back of his house, but on common property, be cut down. The board had decided that since the trees are on common property, we would not be cutting the trees down.

- **Meeting Adjourned at 8:25**

Election for the Purpose of Selecting Board Members for the Willow Creek Single Family Homeowners Association

After the meeting was adjourned, the process of casting and counting ballots commenced. Votes were tallied and verified by Chris Murray, Pearl Marziani, and Charles Stone. A total of 64 votes were cast. The results of the election are as follows with the top five vote getters listed in order of the most votes received first:

1. Ken Driscoll & Liz Vivacqua tied for first place, each getting exactly 56 votes
3. Jim Slater with 54 votes
4. Don Kochniarczyk with 51 votes
5. Russ McIlwain with 33 votes

The newly elected Board members then met and decided on the following Board positions:

President – Don Kochniarczyk, 1 year term
Vice President – Jim Slater – 1 year term
Secretary – Ken Driscoll – 2 year term
Treasurer – Liz Vivacqua – 2 year term
Board Member – Russ McIlwain – 1 year term

The term of office is determined by the number of votes the individual receives. The top two vote getters are in office for a two year term (Ken & Liz) and the rest are in office for a one year term (Don, Jim & Russ).