

Crestlake Homeowners' Association Annual Board Meeting
St Joseph Township Building
Annual Meeting Minutes - January 21, 2016

Call to order by President Daniel Wilson, at 7:03pm

Roll call

Daniel Wilson/President - Present	Jim Page/Vice President - Absent
Adana Adams/Secretary - Present	Jaime Kofoot/Member at Large - Absent
Dennis Hueber/Treasurer - Present	Mike Birt/Sergeant at Arms - Absent
Michele Guido/Member at Large - Present	Bethni Gill/Member at Large - Present
Tyson Royer/Member at Large - Present	

Election of Officers and Board Members:

Dennis Hueber moved that Danny Wilson continue as President.
Adana Adams seconded.
Unanimously approved.

Danny Wilson moved that Jim Page continue as Vice President.
Dennis Hueber seconded.
Unanimously approved.

Daniel Wilson moved that Adana Adams continue as Secretary.
Michelle Guido seconded.
Unanimously approved.

Daniel Wilson moved that Dennis Hueber continue as Treasurer.
Bethni Gill seconded.
Unanimously approved.

Daniel Wilson moved that Mike Birt continue as Sergeant at Arms.
Dennis Hueber seconded.
Unanimously approved.

Daniel Wilson moved that Michele Guido continue as a Member at Large.
Adana Adams seconded.
Unanimously approved.

Daniel Wilson moved that Jaime Kofoot continue as a Member at Large.
Tyson Royer seconded.
Unanimously approved.

Daniel Wilson moved that Tyson Royer continue as a Member at Large.
Michelle Guido seconded.
Unanimously approved.

Daniel Wilson moved that Puzey/Wright CPA continue to manage dues collection, all closing letters and monthly bill paying and monthly accounting and communication with Crestlake Attorney Anna Benjamin.
Michelle Guido seconded.
Unanimously approved.

A line of credit loan was obtained from Gifford State Bank in St Joseph to enable the association to have necessary cash flow now that the pond work has been completed and paid for.

Board Member Jaime Kofoot composed a newsletter to include with the HOA bills in late May.
Mike Birt printed the letters and saw that Judie Puzey had them before the mailing.
Jaime also made changes to the letter that Judie sends for home closings at time of sale with the approval of Anna Benjamin (CHOA Legal Representative).

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Jaime Kofoot (an employee of Meyer-Capel) conducted an audit of five properties where dues were not paid due to foreclosure. She presented the findings and process flow at the March 19, 2015 meeting. Pre-addressed envelopes were included with our mailing of dues in May 2015.

The following homes were reported sold during 2015.

Address and New Homeowner:

518 Cedar/Todd & Bethni Gill	530 Hawthorne/Julius C & Simone N Rich
610 Sycamore/Joshua Curry - Elizabeth Carroll	1502 Grand/Kendric & Christine Walls
400 Cedar/Charles W. Drocea	508 Hawthorne/Nicholas & Ashley Krisman
604 Sycamore/Jeffrey & Michelle Primmer	613 Hawthorne/Joshua & Randi Jones
507 Chestnut/Paul & Erica Campbell	521 Hawthorne/Sarunas P & Birute Tauras
510 Cedar/Justin C & Khara R Halbesleben	509 Chestnut/Mark A. Cook
406 Winston/Jordan & Taylor Learnard	500 Cedar/Craig & Tracey Steagall
616 N Glover/Alec J & Patricia R Martin	605 Cedar/Ronald E/Camille E Yates
504 S Cedar/Scott A Potter	604 Winston/Steven/Rhonda Littlefield
504 N Cedar/Kara J Cain	407 Winston/Kyle Buhrmaster
1406 Grand/John W. Brown	510 Cedar/Shane T. Conerty
522 Hawthorne/Gary & Katie Page	405 Birch/Timothy & Terwrin Crippen
1705 Grand/Shawn Gillespie - Summer Cross	1705 Magnolia/Anthony/Jennifer Laubscher

MOWING:

Lawn care and mowing is under a 1 year contract with Kevin Franzen of Franzen Lawncare.

PONDS:

Tyson Royer, a Crestlake Homeowner is under contract to manage the ponds and oversee the commons areas and will report any issues to Daniel Wilson. Since there is no longer a need for the aerator on Magnolia Pond, the board had Ameren Illinois turn the power off. The box will be removed in the spring.

WEBSITE:

Crestlake Homeowner, Matt Crider, owner of Trinity Web Design is now in charge of the CHOA website and created a new mobile friendly site. Items of importance were carried over to the new website. The former website had been created by Mike Anderson and had been maintained the past several years by Mike after his move to Florida. We thank him for his generosity towards us and patience with us over those years.

HOTLINE:

Hotline calls consist of requests for closing letters and issues related to those not paying their dues on time. At this time Daniel Wilson and Adana Adams receive the calls via email and answer them or send them on to the appropriate party.

MISCELLANIOUS ITEMS:

Changes to the By-Laws were made by the committee and information was sent to the homeowners with their annual dues notice. They were approved.

Art Rapp resigned his board position as Vice President via email on May 8, 2015.

Jim Page was nominated and elected Vice President at the May 21, 2015 board meeting.

Daniel Wilson moved that the budget presented for 2016 be adopted by the board.

It was noted that our projected construction costs were on budget.

Bethni Gill seconded the motion.

Unanimously approved.

Dennis moved to adjourn the meeting at 7:38pm.

Michelle Guido seconded the motion.

Unanimously approved.