

## STEEPLE RUN HOMEOWNER'S ASSOCIATION BOARD MEETING MINUTES – September 23, 2015

Present: Herb LeBlanc, Linda LeBlanc, Joe O'Malley, Karen Malcolm, Jim Maier, Jim Schlough

Herb LeBlanc called meeting to order at 7:40 PM

### COMMITTEE REPORTS

#### SECRETARY'S REPORT

Jim Maier advised there was no Secretary Report.

#### TREASURER'S REPORT

Jim Schlough reviewed year to date financial statement. While the Association remains in good financial shape, Jim is forecasting potential increases in fixed expenses including electricity, insurance, and maintenance. At the present time, Jim does not anticipate a need for an increase in Homeowner's annual dues. Additionally, all current association dues have been paid with very few exceptions. Appropriate protocol is being followed to collect those dues which are delinquent. The major expense in 2015 was installation of the Sands Road entrance signs which was budgeted for, and came in under budget.

#### PREFERRED CONTRACTOR

Herb LeBlanc updated information on the following:

Arrow Septic: Multi-family discount plan has been negotiated. Dates are scheduled for Saturday, November 7<sup>th</sup> and Saturday, November 14<sup>th</sup>. An informational flyer will be emailed to all residents ahead of these dates.

RadoVent: Herb is investigating discount pricing for this home radon emission testing system program. Further details to follow.

#### SOCIAL COMMITTEE

Karen Malcolm provided updated SRHA resident directory and will distribute electronically via email.

Karen and Linda LeBlanc also welcomed new families to Steeple Run. It was also noted that they are trying to insure new residents receive SRHA Covenant and By-Law information as soon as possible. If there are any new residents who do not have these documents, then please contact Karen or Linda to receive your copy.

#### ARCHITECTURAL COMMITTEE

No architectural report.

Discussion was held, once again, regarding Homeowners who continue to park boats, trailers, and campers on their property in violation of the Covenant. The Board acknowledged this is a persistent

issue within our community, and has received continual complaints. The Board sent a notice letter on September 18<sup>th</sup> to residents in current violation of this policy. Additionally, the Board will include this subject as a priority item on the January, 2016 Annual Homeowner's Meeting agenda.

#### LANDSCAPING COMMITTEE

Herb and Joe advised they are continuing to monitor the upkeep of the Smith Road entrance. Minor repairs were made to the fences, including painting. They also advised they are trying to reset the photocell on the east side of the entrance.

#### NEW BUSINESS

No new business was introduced.

#### NEXT MEETING

The next meeting has been scheduled for Thursday, December 10<sup>th</sup> at 7:00 PM. Location to be determined.

This will be a preparatory meeting to establish the agenda for the next annual meeting.

The SRHA Annual Meeting will be held in the board room (east door) of the Algonquin Township office on Saturday, January 16<sup>th</sup>, 2016 from 10:00 AM to 12:00 PM.

#### ADJOURN

Motion to adjourn meeting was made by Herb LeBlanc and seconded by Joe O'Malley.

Meeting adjourned at 8:40 PM

Minutes respectfully prepared and submitted by:

Jim Maier, Steeple Run Homeowner's Association Secretary

FISCAL YEAR 2014-2015					
	1st QTR	2nd QTR	3rd QTR	4th QTR	TOTAL
INCOME	5,055.00	510.00	549.00	116.00	6,230.00
EXPENSES	1,267.32	1,887.63	1,316.31	771.70	5,242.96
EST. EXPENSES			10,500.80	550.00	11,050.80
NET CASH FLOW					987.04
EXPENSE CATEGORY					YTD TOTAL
Communications	35.85	35.85	121.95	166.11	359.76
Est.			55.85	35.85	
Legal	0.00	1,063.00	0.00	0.00	1,063.00
Maintenance	1,000.00	500.00	1,055.46	11,317.22	13,872.68
Maintenance-Accrued Est.				550.00	
Office Supplies	94.00	0.00	75.00	116.36	285.36
Insurance	0.00	0.00	0.00	0.00	0.00
Utilities	137.47	138.78	151.73	174.25	602.23
Est.	150.00	150.00	150.00	150.00	
Social	0.00	150.00	0.00	0.00	150.00
TOTAL	1,417.32	2,037.63	1,609.99	12,509.79	16,333.03
NET CASH FLOW					-10,103.03

ANNUAL CASH FLOWS

STEEPLE RUN ESTATES

The largest expense , around \$11,000, was upgrading the Sands road signs and removing the old ones and is not expected to repeat. It did reduce the Surplus beyond the minimum 5K to \$1,674.08.

Electricity, lawn maintenance, and Insurance for SRHA, each increased by about 10% and it is expected this trend will continue.

Most dues except the properties in foreclosure have been paid to date. While not a popular notion we may have to consider a dues increase if the inflation of recurring costs continue.

Sincerely,

  
James E Schlough, Treasurer for the board

FISCAL YEAR 2014-2015

16,752.14  
Cash Flow 640.47

6/3/2014	1058	Gmobby	Lawn Svce. Sept	Entrance Maint.	R	M	(500.00)	
6/23/2014	DEP	Deposit		Assessments	R	A	85.00	
6/23/2014	DEP	Deposit		Assessments	R	A	2,125.00	
6/4/2014	DEP	Deposit		Assessments	R	A	195.00	
6/27/2014	DEP	Deposit		Assessments	R	A	510.00	
6/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(23.72)	
6/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(21.95)	
6/23/2014	EFT	Yahoo Web Site	Web Site Expenses	Communicatons	R	C	(11.95)	
7/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities		U	(24.15)	
7/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities		U	(22.39)	
6/23/2014	EFT	Yahoo Web Site	Web Site Expenses	Communicatons	R	C	(11.95)	
6/30/2014	1059	Gmobby	Lawn Svce. Sept	Entrance Maint.		M	(500.00)	
8/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities		U	[22.93]	
8/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities		U	[22.33]	
8/15/2014	EFT	Yahoo Web Site	Web Site Expenses	Communicatons	R	C	(11.95)	
7/22/2014	DEP	DEPOSIT DUES		Assessments	R	A	1,800.00	
7/22/2014	1060	J. Schlough	Office Supplies	Communicatons			(94.00)	
8/20/2014	DEP	Deposit	SECOND QUARTER DUES	Assessments	R	A	340.00	20,539.48
9/15/2014	EFT	Com Ed		Utilities		U	-22.39	
9/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities		U	-21.95	
9/15/2014	EFT	Yahoo Web Site	Web Site Expenses	Communicatons	R	C	(11.95)	
9/14/2014	1091	GOMBOY SERVOCE	Lawn Svce. Sept	Entrance Maint.	R	M	(500.00)	
9/17/2014	dep	DEPOSIT DUES		Assessments		A	510.00	
9/15/2014	1092	State Farm Ins.	Liability Insurance	STATE FARM INS.	R	L	(1,053.00)	
9/18/2014	1093	Ill. Sec. of State	Home Owners Assoc. Fee	Legal		L	(10.00)	
10/18/2014	EFT	U. S. Post Office	Certified Mail v/Delinquent Due	Communications	R	C	(41.12)	
10/18/2014	EFT	Office Max	Office Suplies	Communications	R	C	(7.27)	
10/19/2014	EFT	World Vision Memorial	Memorial Sharon Schlough	Social	R	S	(150.00)	
10/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(25.29)	
10/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(22.71)	
10/15/2014	EFT	Yahoo Web Site	Web Site Expenses	Communicatons	R	C	(11.95)	
11/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(23.71)	
11/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(22.73)	
12/1/2014	1094	HANDYMAN AFFORDAB	Electrician Monument Lights	MAINT.		M	(70.00)	
12/5/2014	1095	USPS	POSTMASTER PO BOX1350	COMM	C	C	(62.00)	
12/8/2014	1096	GOMBOY SERVOCE	OCT NOV LAWN MAINT	Entrance Maint.	R	M	[500.00]	19,113.97
12/15/2014	EFT	Com Ed	Com Ed Electronic Debit	Utilities	R	U	[21.31]	
12/18/2014	ETF	Com Ed	Com Ed Electronic Debit	Utilities	R	U	[22.62]	
12/18/2014	ETF	Yahoo Web Site	Web Site Expenses	COMM	R	C	(11.95)	
12/30/2014	dep	DEPOSIT DUES		Assessments	R	A	116.00	
12/3/2014	DEP	DEPOSIT DUES		Assessments	R	A	232.00	18,774.09
THIRD QUARTER 2014-15								
1/7/2015	DEP	DEPOSIT DUES	Sandy D	Assessments	R	A	85.00	
1/15/2015	EFT	FEDEX	PRINTING	COMM	R	C	[7.27]	
1/23/2015	EFT	Yahoo Web Site	Web Site Expenses	comm	R	C	[11.95]	
1/2/2015	EFT	Com Ed	Com Ed Electronic Debit	COMM	R	U	[21.38]	
1/2/2015	EFT	Com Ed	Com Ed Electronic Debit	COMM	R	U	[24.72]	
1/15/2015	1097	Joe O;Malley for	LIGHTING REPAIRS	Entrance Maint.	R	M	[485.46]	
2/6/2015	ETF	UTIL	Com Ed Electronic Debit	Utilities	R	U	(30.95)	
2/6/2015	ETF	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(30.75)	
2/10/2015	1098	Joe O;Malley for	MEETING SUPPLIES	COMM	R	C	(17.84)	
2/25/2015	ETF	Yahoo Web Site	Web Site Expenses	COMM	R	C	(11.95)	18,216.82
FOURTH QUARTER 2014-15								
3/2/2015	1100	SIGNARAMA AURORA	SIGNS FOR SANDS ROAD	MAINT.	R	M	(4,918.20)	
3/4/2015	1099	PETES LANDSCAPE	SIGNS FOR SANDS PREP	MAINT.	R	M	(478.00)	
3/10/2015	ETF	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(28.82)	
3/10/2015	ETF	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(30.04)	
3/16/155	ETF	WEBSITE 1AND1 RENEV	Web Site Expenses	COMM	R	C	(14.90)	
3/23/2015	ETF	Yahoo Web Site	Web Site Expenses	COMM	R	C	(11.95)	
4/6/2015	1101	SIGNARAMA AURORA	SIGNS FOR SANDS IN FULL	MAINT.	R	M	(4,918.20)	
4/6/2015	1102	Joe O;Malley for	PERMIT FEES	MAINT.	R	M	(318.24)	
4/22/2015	ETF	Yahoo Web Site	Web Site Expenses	COMM	R	C	(11.95)	
4/6/115	ETF	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(27.48)	
4/6/2015	ETF	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(28.30)	
5/4/2015	DEP	DUES	S. WYRAUCH	Assessments	R	A	116.00	
5/6/2015	ETF	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(29.74)	
5/6/2015	ETF	Com Ed	Com Ed Electronic Debit	Utilities	R	U	(29.97)	
5/11/2015	ETF	Office Max	PRINTING	COMM	R	C	(116.36)	
5/22/2015	ETF	Yahoo Web Site	Web Site Expenses	COMM	R	C	(11.95)	
5/7/2015	1103	GOMBOY SERVOCE	LAWN Svce. MAY/JUNE	MAINT.	R	M	(550.00)	
5/15/145	1104	Linda Leblanc	flowers for sands signs	MAINT.	R	M	(134.58)	6,674.08

END REGISTRY 2014-15

SUMMARY INCOME & EXPENSES 2014-15

INCOME

6/2/2014	DEP	Deposit	Assessments	85.00
6/23/14	DEP	Deposit	Assessments	2,125.00
6/4/14	DEP	Deposit	Assessments	195.00
6/27/14	DEP	Deposit	Assessments	510.00
7/22/14	DEP	Deposit	Assessments	1,800.00
8/20/14	DEP	Deposit	Assessments	340.00
9/4/14	DEP	Deposit	Assessments	510.00
12/10/14	DEP	Deposit	Assessments	348.00
1/7/15	DEP	Deposit	Assessments	85.00
5/1/15	DEP	Deposit	Assessments	116.00
				<b>6,114.00</b>

EXPENSES

UTILITIES

6/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(23.72)
6/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(21.95)
7/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(24.15)
7/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(22.39)
8/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(46.54)
8/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	
9/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	-22.39
9/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	-21.95
10/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(25.29)
10/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(22.71)
11/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(23.71)
11/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(22.73)
12/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(21.31)
12/15/14	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(22.62)
1-15-15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	-24.72
1-15-15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	-21.38
2/15/15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	-30.95
2/15/15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	-30.75
3/15/15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(28.82)
3/15/15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(30.04)
4/15/15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(27.48)
4/15/15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(28.30)
5/15/15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(29.78)
5/15/15	EFT	Com Ed	Com Ed Electronic Debit	Utilities	(29.97)
					<b>(603.65)</b>

LEGAL

9/15/14	1092	State Farm Ins	Liability Insurance	Legal	(1,053.00)
9/18/14	1093	Ill. Sec. of State	Home Owners Assoc. Fee	Legal	(10.00)
					<b>(1,063.00)</b>

COMMUNICATIONS

6/23/14	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
7/15/14	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
8/15/14	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
9/15/14	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
10/15/14	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
11/15/14	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
12/15/14	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
1-15-15	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
2/15/15	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
3/15/15	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
4/15/15	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
5/15/15	EFT	Yahoo Web Site	Web Site Expenses	Communications	(11.95)
3/15/15	EFT	Web Site Domain Fee	Web Site Expenses	Communications	(94.00)
7/22/14	1060	J. Schiough	Office Supplies	Communications	(17.84)
2/1/15	1098	J. O'Malley	Annual Mtg. Copies	Communications	(41.12)
10/18/14	EFT	U.S. Post Office	Certified Mail & Delinquent Dues	Communications	(7.27)
10/18/14	EFT	Office Max	Office Supplies	Communications	(116.36)
5/7/15	EFT		Office Supplies		(62.00)
12/8/14	1095	U.S. Post Office	P.O. Box Rental Fee		
					<b>(496.98)</b>

SOCIAL

10/19/14	EFT	World Vision Memorial	Memorial Sharon Schlough	Social	(150.00)
					<b>(150.00)</b>

ENTRANCE MAINTENANCE

5-3-14	1058	Gmoby	Lawn Svce. Sept	Entrance Maint.	(500.00)
6/30/14	1059	Gmoby	Lawn Svce. Sept	Entrance Maint.	(500.00)
	1095	Gmoby	Lawn Svce. Sept	Entrance Maint.	-500
5/7/15	1103	Gmoby	Lawn Svce. Sept	Entrance Maint.	-550
					<b>(2,050.00)</b>
12/5/14	1094		Electrician Monument Lights		(70.00)
1/7/15	1097	J. O'Malley	Repairs Monument lights	Entrance Maint.	-485.46
					<b>(555.46)</b>

SIGN REPLACEMENT

2/27/15	1099	Northern Tree Svce.	Tree Removal Sign Sites	Entrance Maint.	(478.00)
2/27/15	1100	Sign-A-Rama Aurora	Signs	Entrance Maint.	(4,918.20)
4/3/15	1101	Sign-A-Rama Aurora	Signs	Entrance Maint.	(4,918.20)
4/6/15	1102	J. O'Malley	Sign Permit Fees	Entrance Maint.	(318.21)
5/10/15		Linda LeBianc	Shrubs new Signs	Entrance Maint.	(134.58)
		Steve Kadish	Solar Lights New Signs	Entrance Maint.	(107.68)
					<b>(10,874.87)</b>

(15,793.96)

DUES INCOME	FISCAL YEAR		BALANCE Begin	BALANCE End	Net Cash Flow	Net Surplus/Deficit
1800	Before	1996		\$1,801.12		
0	1996	1997	\$1,801.12	\$4,611.24	(\$2,810.12)	\$2,810.12
0	1997	1998	\$4,611.24	\$1,846.30	\$2,764.94	(\$2,764.94)
0	1998	1999	\$1,846.30	\$4,327.49	(\$2,481.19)	\$2,481.19
0	1999	2000	\$4,327.49	\$7,069.00	(\$2,741.51)	\$2,741.51
0	2000	2001	\$7,069.00	\$3,982.24	\$3,086.76	(\$3,086.76)
0	2001	2002	\$3,982.24	\$3,313.49	\$668.75	(\$668.75)
0	2002	2003	\$3,313.49	\$2,262.18	\$1,051.31	(\$1,051.31)
0	2003	2004	\$2,262.18	\$4,339.87	(\$2,077.69)	\$2,077.69
0	2004	2005	\$4,339.87	\$7,283.45	(\$2,943.58)	\$2,943.58
0	2005	2006	\$7,283.45	\$8,244.24	(\$960.79)	\$960.79
5180	2006	2007	\$8,244.34	\$7,196.98	\$6,227.36	(\$1,047.36)
0	2007	2008	\$8,056.98	\$7,118.97	\$7,118.97	(\$7,118.97)
0	2008	2009	\$7,118.97	\$8,441.92	(\$1,322.95)	\$1,322.95
6205	2009	2010	\$8,441.92	\$10,348.66	\$4,298.26	\$1,906.74
6205	2010	2011	\$10,348.66	\$11,472.94	\$5,080.72	\$1,124.28
6550.62	2011	2012	\$11,472.94	\$13,317.02	\$4,706.54	\$1,844.08
6290	2012	2013	\$13,833.52	\$16,066.67	\$4,244.21	\$2,233.15
5,913	2013	2014	\$16,066.67	\$16,752.31	\$685.64	\$11,752.31
6230	2014	2015	\$16,752.31	\$6,674.08	(\$10,078.23)	\$1,674.08



voice: 815-459-5558  
voice: 847-516-8050  
fax: 815-206-3940

1704 Lamb Rd, Unit B Woodstock, IL 60098

[www.ArrowSeptic.com](http://www.ArrowSeptic.com)  
[www.CrownRestrooms.com](http://www.CrownRestrooms.com)

Steeple Run Homeowners:

Thank you for your information request on our services. We service and repair all aspects of septic systems from pumping the septic tank, replacing inside sewage ejector pumps and even unclogging your kitchen sink or speeding up your slow flushing toilets.

We have reliably serviced the McHenry, Lake, Kane and Cook counties for over 25 years! All of our technicians are fully trained, uniformed, licensed and bonded.

If you are on a septic system, your home is your most important asset. The second most important and often overlooked asset is your septic system. Neglect or abuse of the system will cause it to fail prematurely and have undesirable consequences such as odors, wet mushy areas in the yard and septic backups inside the house!

For this reason, each septic tank service includes our exclusive 5 Point Inspection and is printed on our service work orders for your convenience. The 5 Point Inspection items help you to keep on top of issues that may be developing and can be remedied before it becomes a major problem.

For homeowners unfamiliar with a septic system, ask the driver for a "New Homeowner" folder that is loaded with information and useful tips for maintaining your septic system.

We offer terrific multi-family discount plans for your neighborhood for the dates of Saturday NOVEMBER 7<sup>TH</sup> AND NOVEMBER 14<sup>TH</sup> 2015 between the hours of 7:30a - 3:30p:

- The plan discounts our regular service price on septic tank pumping by \$30.00 if 5 + houses are done on the same day
- If there are less than 5 houses, then we can discount \$20.00 off of the regular price

Your satisfaction and education is what our business is all about. Let us now if we can help you further.

Sincerely,

*Bill Madsen*

Bill Madsen  
Dispatcher, ext 222