

**STEEPLE RUN HOMEOWNERS' ASSOCIATION
BOARD MEETING MINUTES
APRIL 8, 2006**

In attendance: Therese Graff, Bill Harfst, Steve Kadish, Chris Kempa, George Lang, Herb LeBlanc, Karen Malcolm, Joe O'Malley, Dave Natrass, Jill Peterson, Ron Ryan, Ron Rowe, Sandi Schmidt. Absent: Dave Malcolm.

The meeting was called to order by President Bill Harfst and the minutes of the previous meeting (03-04-06) were approved after noting that Steve Kadish had been correctly listed as absent.

An urgent correction needs to be made to the directory; the phone number for Ron Rowe, Phase Director for Phase 1 needs to be corrected to 477-3152 (not 477-3252). Another correction notice will be in the Summer 2006 newsletter to be distributed around June 1 and in the next directory to be published.

Treasurer's Report

The current balance as of April 1, 2006 is \$8992.59. A budget for the next fiscal year was prepared based on this year's spending. There is an anticipated increase in communication costs associated with the covenant updates and filing fees. There should be no meaningful shortfall this year. The Reserve Fund has been allocated into identifiable entries.

Ron Ryan advised us to reduce our risk for IRS audit by further identifying the accounts specifically by name, amount and term. The balance can be carried over into the next fiscal year if the term is designated. Ron will submit the legal reference to the Board for further review. When the Board has the rules and facts, checked legal rulings and obtained advice, they will commit to a resolution. Ron will also write down his question to be added to the list of issues and questions to be asked during our consultation with the property manager.

Joe explained to Dave Natrass how the funding of social events affected our tax status.

Preferred Contractor Program

Herb highlighted the two active preferred contractor programs: Scotts Lawn Care and Hastings Sealcoating. He has distributed a sign-up sheet for the sealcoating. When the contractor is able to service 10 homes in our neighborhood (a full tanker truck), he is able to offer us the lower industrial rate used for parking lots – 4.3 cents per square foot (I comparison, the residential rate is 5.5 cents per square foot).

Ron Ryan re-iterated the offer from Scotts Lawn. One digit of the phone number was missing in the newsletter; it is 1-847-426-9797. There is no minimum number of residents required; this is a flat rate regardless of lawn size with an additional 7.5%

discount if prepaid. As the first of four applications should be applied in the week or two, interested residents should call soon.

Ron Ryan presented a proposal for garbage collection from Groot which would provide savings for homeowners and include totes and recycling bins. It would require 100% participation and the homeowners' association would be billed quarterly for the service; the fees would require an increase in annual dues. Several questions were raised concerning liability to the Board and these questions will be added to the list for the property manager to review. Herb asked Ron to negotiate the best price possible for individual homeowners, bracketed for 1-25 homes, 26-50 and 51-74. At this point, the Board is not interested in assuming any responsibility for overseeing garbage collection in the subdivision, but will review the options fully before making a final decision.

Luke Golata (P.A. Advertising) will be attaching flyers to our mailboxes offering golf savings coupons for several area golf courses. He would like to make our residents aware that as a neighbor and the head of his company, he is able to offer additional savings to fellow Steeple Run residents.

Covenant Update Committee

Ron Rowe was instrumental in providing the missing 3rd amendment. The plat map attached and filed with that amendment was labeled 'tentative' and is incorrect; the lot numbers on the plat were not the lot numbers eventually assigned by the developer. An attachment indicating the correct lot numbers has been supplied. (Since all of the lots have been sold, the lot numbers' sole use is in the determination of Phase Directors). The corrections to the draft were made and copies distributed. By unanimous vote, the draft was approved and will be filed at the Courthouse after appropriate attachments and footers are added. After filing, the returned and stamped original will be converted to a PDF file by Therese Graff and then distributed to each Steeple Run resident.

Once each resident has received their copy, the second phase of updating the Covenants begins. George Lang would like to receive comments and suggestions on needed revisions from all residents for discussion and inclusion. The goal is to have the major revision completed and the revised covenants ready for a vote at the next Annual Meeting in January 2007.

Architectural Control Committee

Four waivers have been filed since the last Board meeting; Mark, O'Brien, Renzy and Rowe. One additional waiver is being processed.

The issue of antennas in the neighborhood was posed not as a request to erect one but as an issue that needs to be clarified by the Board. We will continue to discuss this at the next meeting and define our stance on antennas, mindful of any FCC rulings.

Ron Rowe suggested that a standardized form be created for Architectural Review requests, based on forms already in use by other organizations. The form should include

a checklist of required documentation and have places for signing-off, indicating its progress in the process.

Communications Committee

The website is still under construction and being maintained by Jane Littrell. The Spring 2006 newsletter has been distributed and the Summer 2006 newsletter should be published around June 1. Please submit any items to be considered for inclusion in the Summer newsletter to Jill by mid-May. A price comparison piece on overhead garage door spring replacement has been mentioned for Summer.

Landscape Committee

The current landscaping group is performing less than satisfactory mowing work and bids have been obtained from other contractors, with the expectation of lowering our costs and improving the quality. Any mulching, edging, pruning and fertilization are extra. Two options were debated and it was decided to ask the homeowners of the 4 lots containing monuments to mow their lawn around the monuments. The association began mowing the grass after the original owners of Lot 1 failed to have their grass mown. Now that homes exist on all properties, it may be time for the homeowners to reassume responsibility for mowing. The funds could then be used for the extras such as weeding and mulching.

When re-working the covenants, the monuments need to be better defined. A letter will be sent to the 4 homeowners of lots containing the entrance signs outlining the history of mowing the grass around the monuments. Each homeowner will be asked to help by mowing the grass around the perimeter of the monument on their property. Chris will cancel mowing service with LaPurisma by letter although we have no written contract.

The subject of liability for the monuments was opened again, considering the liability of the four homeowners with the signs on their lots, the Board members of the SRHA and the 74 individual homeowners. If someone were harmed by the signs (*i.e.* a car colliding with one after leaving the road), all 3 groups would most likely be named in a lawsuit and the cost of defense could be staggering and would quickly deplete our reserves. It was recommended that we check with our homeowners policies, find out more information about umbrellas and a policy for the Board from a company familiar with the needs of a Homeowners' Association. The question of umbrella policies will be raised with the property manager as well.

George reminded us to consider utilizing the volunteers who responded at the Annual Meeting to improve the Sands Road entrance monuments to help keep improvement costs down. It was suggested that we ask for volunteers in the next newsletter. George pledged the use of his truck to haul materials if needed and Sandi Schmidt said that her husband would be able to help us locate reasonable contractors next Spring.

The Crystal Lake entrance monument lighting needs fixing again. Chris found that more than a simple bulb change was involved and will further investigate.

Social Committee

The Easter Egg Hunt is being held this afternoon. Sandi helped Jennifer Mark fill 550 plastic eggs for the 32 expected children and the 'maybes.' The other events on the Social Survey are still being planned by Karen Malcolm.

With the approach of summer, we are trying to plan Board meetings for the next 3 months. They will continue to be held once a month and on Thursday evenings: May 4, June 15, and July 19. The location is TBD as the Algonquin township meeting rooms may be booked by other organizations. The possibility of moving the meetings to a private room at a restaurant was received with enthusiasm,

The next Board Meeting will be held Thursday May 4 , 2006 7:30 p.m. with the location still to be determined.

Respectfully submitted,
Jill Peterson, Secretary