

# SWEPOA

Stilling Woods Estates Property Owners Association

P.O. Box 972 McHenry, IL, 60051

Web: [www.stillingwoods.com](http://www.stillingwoods.com)

## Board of Directors Meeting February 25, 2008

### **Board members:**

*Present:* Jonathan Grandt, Trish Spengel, Steve Spizzirri, Michael Zelek. David Trebacz arrived at 8 p.m.

*Absent:* None

*Also present:* None

### **Proceedings:**

-Call to Order: 7:40 p.m. by Trish Spengel at State Bank of the Lakes, McHenry.

-Minutes from January 22, 2008 meeting approved by all members present. Absent: David Trebacz.

### **Treasurer Report:**

-Grandt presented a treasurer's report with the association's payments and expenses for November, December and January.

-Motion by Zelek to approve November treasurer's report as presented. Motion seconded by Spengel. Motion passed. Ayes: Zelek, Grandt, Spengel, Spizzirri. Absent: Trebacz

-Motion by Zelek to approve December treasurer's report as presented. Motion seconded by Spengel. Motion passed. Ayes: Zelek, Grandt, Spengel, Spizzirri. Absent: Trebacz

-Motion by Zelek to approve January treasurer's report as presented. Motion seconded by Spengel. Motion passed. Ayes: Zelek, Grandt, Spengel, Spizzirri. Absent: Trebacz

-Grandt reported that seven lots remain unpaid for the assessment. Certified letters were sent to all unpaid members. Cost of mailing will be added on to the outstanding assessment and late fees owed by those members. Grandt will submit request for reimbursement for postage.

### **Resident Comments:**

-None

### **Old Business:**

-Entrance Maintenance – Zelek wrote and mailed Request for Proposals for entrance maintenance to 33 lawn care businesses and to 10 others for a handyman. The RFPs are also posted on the website. The deadline to receive quotes is March 28.

### **New Business:**

-Budget - Zelek and Grandt presented a draft budget for 2008. The plan is to review the draft budget, which should be updated after the RFP responses, at the April meeting, and adopt it at the May meeting.

-Newsletter - Spizzirri presented a newsletter format to the board. The board agreed to keep it one page in color and keep the content primarily about the business of the board. Motion by Spengel to create a biannual newsletter (March/April and September); seconded by Zelek. Motion passed unanimously.

**President Report:**

-Spengel reported that she sent a letter on February 15 to the village requesting a stop sign be installed at the intersection of Margaret Ct., Vivian Way Ct. and Mason Corte. She will also follow up on the request.

**Other Business:**

- Trebacz volunteered to get a stamp for the architectural review committee based on the SWEOPA logo at Staples.

**Closed Session:**

-The board entered into closed session at 9:05 pm.

-No action was taken.

*-Next meeting: 7:30 p.m. April 23, 2008 at State Bank of the Lakes in McHenry.*

**Adjournment:**

-Motion by Trebacz to adjourn the meeting; seconded by Grandt. Motion passed unanimously.

*Meeting adjourned at 9:35 p.m. by President Trish Spengel*

*Minutes submitted by Secretary David Trebacz*