

Petite Lake Highwoods association

Annual meeting minutes for Sept 21, 2010

1. **Meeting called to order:** 7:30
2. **Introduction of new members:** Tony Braugh.
3. **Present & adopt agenda:** Tim Roberts makes a motion to accept agenda. Nancy Waltz seconds. A vote is taken, all ayes.
4. **Read and approve minutes:** Robin Aerne makes motion to accept minutes. Lynn Treat seconds. A vote is taken, all ayes.
5. **President's report:** Toni Woodmaster summarized some of the accomplishments of the year: New concrete at the boat launch; Jim Jorgensen added gravel at the end of the ramp; A new life ring and rope were installed at the beach; Oak Lane concrete work done by neighborhood volunteers, which saved a lot of money; May 22nd beach cleanup was a great success; Many folks made donations of food, time and materials at the cleanup—thank you to all!
6. **Treasurers report and audit report:** (Presented by Toni Woodmaster in Becky Janssens's absence) Rachel Johnson, Trisha Musich and Nancy Waltz audited the books.

Toni explained the Profit and Loss Budget versus Actual. The proposed budget for next fiscal year was presented. The negative balance was explained by the fact that money is budgeted for emergencies and beach/park maintenance & repairs, but will hopefully not be used.

Lynn Treat would like to see a sheet that shows total subdivision assets including savings and money market funds.
7. **Acceptance of proposed budget:** Lynn Treat makes motion to accept, Linda McMahan seconds. A vote is taken, all ayes.
8. **Road Commissioner's report:** Lou Aerne reports that a new light pole was installed at the intersection of Park and Highwoods. This pole was paid for by Lake Villa Township (Jim Jorgensen) due to safety concerns at this corner. If Petite Lake Highwoods would like to install additional poles in areas that are not deemed safety hazards, the costs would be approximately \$3700 to \$4000 for just the pole. Add to that the cost of the fixture, labor, electricity, etc. Lou also reported that Jim Jorgensen and his assistant, Jane, were both very helpful with making this project a reality—thank you.

The south park sidewalk washout is still being worked on.

Nancy Waltz asked if we can get a brighter light at Route 59 and Highwoods—many residents agreed that this is a problem and Lou will check into.
9. **Election of officers:** Tim Roberts volunteered to preside at the election of new officers.

Lynn Treat moves to re-elect the entire slate with no changes. Robin Aerne seconds, the officers agree to serve for another year and the vote carries unanimously. Therefore, the Petite Lake Highwoods board is:

 - A. **President:** Toni Woodmaster
 - B. **Vice president:** Matt Langellier (was installed mid-term due to Rachel Lundberg's resignation)
 - C. **Treasurer:** Becky Janssens
 - D. **Secretary:** Bob Leavitt
 - E. **Beach commissioner:** Andrea Herron
 - F. **Park commissioner:** Sam Terranova

G. **Road commissioner:** Lou Aerne

10. **New business:**

- A. **Herbicide channel:** Becky Janssens sent us a proposal from Integrated Lakes Management (the company we've been using for the past several years) for \$5262 to herbicide our channel this year. An additional \$599 would cover more intense treatment of the swim area. Evelyn Bolt does not think the herbiciding was successful this past year and asked if our channel will ever get dredged. Robin Aerne was told by Fox Waterway Agency that we would never qualify to get on their dredging list. John Stringer asks about pulling weeds instead of herbiciding and volunteers to research the costs involved with doing so. Linda McMahon asks if we can notify residents to use proper lawn fertilizer so as to limit the amount of channel weed growth—board will do this. Andrea Herron asks if we can split billing if raking is less than chemicals. Board will have to decide before billing. Robin Aerne moves for a special assessment of \$5861, or \$65.12 per household for weed control through ILM or other means, depending on cost and efficiency. Tim Roberts seconds. A vote is taken, 2 nays, motion carries.
- B. **Beach weed control:** Sam Terranova reports that our lawn mowing contractor, Jim Smak, proposes to apply weed control on the beach, gravel area and swing set areas for \$45 per application with a 2 application minimum. Judy Treat moves for a special assessment to spend \$135 for weed treatments. Robin Aerne seconds. A vote is taken, all ayes.
- C. **Require certificate of insurance from contractors:** Explanation only.
- D. **Change money market account:** Explanation and request for any investment ideas. We want to keep it local for ease of access and maintenance.
- E. **Emergency phone at beach:** Toni Woodmaster explains new State requirement for emergency phone. It is decided that a vote is not needed, but that the board employ the most economical option.
- F. **Fall cleanup:** Explain need for Fall Cleanup. Call Jim Jorgensen for leaf sweeper.
- G. **Neighborhood block party:** Most like the idea. Andrea Herron moves to combine a beach party with the Fall Cleanup. Judy Treat seconds, motion carries.
- H. **Re-establish Neighborhood Watch:** Explain needs and require volunteers to head up the program. Robin Aerne volunteers to get the Neighborhood Watch back on track.
- I. **By-Laws revision:** LaVere Hagedorn says that there are holes in the by-laws that need to be changed. She contends that there should be consequences to breaking rules and also coverage for board liability. Toni Woodmaster would like to form a committee to work on by-laws. This will remain a priority. Lynn Treat moves for board to form a by-law committee and Nancy Waltz seconds. A vote is taken, all ayes. Nancy Waltz, LaVere Hagedorn, Judy Treat and Linda McMahon all volunteer to be on the committee.

11. Old business:

- A. **Maintain welcome committee:** Judy Treat, Andrea Herron and Toni Woodmaster volunteer to participate in the welcome committee. Nancy Waltz inquires whether the by-laws will be distributed to all new residents, including renters, and the answer is “yes”.
- B. **Update signatures with new board members:** Same board members were elected, so no new signature cards have to be signed.

12. **Adjournment:** Before adjournment, several last minute comments are voiced. Linda McMahon thanks the board for their work, and many join her sentiment. Judy Treat thanks those who clean up after their dogs. Lance Carr is upset about golf ball damage at his home and would like the board to solve this problem. He is reminded that the meeting is adjourning and that he should have added this topic to the “New Business” portion of the agenda for proper discussion and, that if money is to be spent, provide the assembled association members with price quotes and options so that proper voting may be done. He then gives each board member a pre-written statement to sign, which states that the undersigned board member knowingly chooses to do nothing about a dangerous golf ball situation. Each board member refuses to sign. Lou Aerne moves to adjourn the meeting, Sam Terranova seconds. Meeting adjourned.