

# Petite Lake Highwoods association

## Annual meeting minutes for October 12, 2013

1. **Meeting called to order:** 10:20 am
2. **Officers Present:** Toni Woodmaster, Rachel Johnson, Bob Leavitt, Mark Johnson, Sam Terranova
3. **Officers Absent:** Judy Treat, Andrea Herron
4. **Introduction of new members:** Mike Lipsey.
5. **Present & adopt agenda:** Chris Lehe made a motion to accept agenda. Linda McMahon seconded. A vote was taken, all ayes.
6. **Read and approve minutes from 09-12-12 annual meeting:** Linda McMahon made a motion to accept minutes. Cathy Brooks seconded. A vote was taken, all ayes.
7. **Election of officers:** Chris Lehe volunteered to preside at the election of new officers.
  - A. **President:** Cathy Brooks nominated **Toni Woodmaster**, who accepted. Bill Brooks seconded, all ayes
  - B. **Vice president:** Linda McMahon nominated **Judy Treat**. The Board accepted on her behalf based on her interest to serve for another term. Cathy Brooks seconded, all ayes.
  - C. **Treasurer:** Linda McMahon nominated **Rachel Johnson**, who accepted. Sandy Lehe seconded, all ayes
  - D. **Secretary:** Bill Brooks nominated **Bob Leavitt**, who accepted. Cathy Brooks seconded, all ayes.
  - E. **Beach Commissioner:** Linda McMahon nominated **Andrea Herron**. The Board accepted on her behalf based on her interest to serve for another term. Mark Johnson seconded, all ayes
  - F. **Park Commissioner:** Sandy Lehe nominated **Sam Terranova**, who accepted. Doug Giroux seconded, all ayes
  - G. **Road Commissioner:** Cathy Brooks nominated **Mark Johnson**, who accepted. Chris Lehe seconded, all ayes
8. **Public comment:** Mike Lipsey inquired about having a PLH member take care of lawn mowing and trimming at the parks. Toni and various others explained that at one time we did, indeed, do it that way, and even purchased a riding mower for that purpose. It was further explained that our current lawn maintenance person, Jim Smak, does a great job at a reasonable price, has proper insurance, helps us with other various projects and takes the burden away from PLH members (usually Board Members) to keep up with the grass. Linda McMahon thanked the Board for all their hard work over the past year.
9. **President's report:** Toni noted that this was the second attempt to hold our Annual Meeting. The September 18<sup>th</sup> date did not have enough members for a quorum and had to be re-scheduled to today. She thanked all those who made this meeting possible!

Toni thanked her fellow Board Members for all their hard work and for keeping it a fun board to be on. She also thanked the PLH members who regularly show up for the meetings, clean-ups, etc. and those who support the association in various ways.

10. **Treasurers report, audit report and budget:** Debbie Leavitt, Miah Livermore and Nancy Waltz audited the books. Integrated Lakes Management proposed, again, to perform channel herbiciding and beach weed control with an approximately \$2 per household increase, bringing the cost up from \$67 to \$69. The cost of liability insurance increased about \$392, or an additional \$4.26 per household. Again, some of this cost could be reduced if a by-law change could be implemented to address Board Member liability issues.
11. **Acceptance of proposed budget:** Matt Loar made a motion to accept the budget, including all special assessments. Bill Brooks seconded. A vote was taken, all ayes.
12. **Other reports:** None.
13. **New business:**
- A. **Discuss requirements to install additional street lights:** Several PLH members inquired about the feasibility of installing additional street lights in the subdivision. Mark Johnson researched the issue, including contacting Jim Jorgensen from Lake Villa Township, and came up with this:  
In order to provide additional street lights, PLH would have to purchase them, install them, and pay for the electric bills and maintenance for the life of the light.  
After discussion of the problems and expenses associated with this endeavor, a motion was made by Cathy Brooks that we **not** pursue adding more street lights at this time. Pete Eiseth seconded. A vote was taken, all ayes.
  - B. **Chili Dump:** A reminder was made to join in after the meeting for our 4<sup>th</sup> annual Chili Dump. It's a great way to meet new neighbors or catch up with old ones!
14. **Old business:**
- A. **Maintain welcome committee:** Judy Treat, Andrea Herron and Toni Woodmaster volunteered to continue working on the welcome committee.
  - B. **Status of Neighborhood Watch:** Mark Johnson is the Watch Commander and is working on organizing Block Captains.
  - C. **Update signatures with new board members:** This reminder will be addressed at regular board meeting.
15. **Adjournment:** Before the meeting was adjourned, Toni asked if this year's decision to meet at the basketball court on a Saturday was a good idea. The vast majority of those in attendance liked this choice. It's easy to get to, accessible, and less formal than traveling to Caboose Park. Robin Aerne made a motion to adjourn the meeting. Carol Miller seconded. A vote was taken, all ayes.  
Meeting adjourned at 10:44 a.m.

Submitted by Bob Leavitt, Secretary