

Oakwoods Board of Directors Meeting  
Tuesday, December 10, 2019

Item #1- Call to Order

Item #2- Roll Call

Attendees: Board Members- Jeff Stromberger, Sandy Dorrell, Megan Brunner,  
Paul Baker, John Stear

Absent: Board Members- Matt Nichols  
Other Members- Financial Manager Erin Bradshaw

Item #3- Treasury Report

- A. Checks were written and funds transferred for previous work completed by McLean County Asphalt and Bierbaum. No other changes have been made.
- B. As previously discussed, account balance information will not be posted in meeting minutes for security reasons.

Item #4- Financial Manager Position

- A. Jeff reached out to several HOAs in the city and met with them regarding how they handle their finances. None of the HOAs use a financial manager or accounting firm except Ironwood, and they generate a significant amount more income than ours. Other HOAs use their treasurer to perform the same tasks that we designate a separate financial manager role to perform. Furthermore, the covenants state those tasks to be performed by the treasurer. Paul made a point that even though the other HOAs do not use a financial manager, they also do not have as many amenities that need maintenance plans for upkeep such as a boat lot and a park. This item was tabled and is still being further researched.

Item #5- Contingency Plan

- A. It was discussed that it would be beneficial to develop a contingency plan in the event that we would happen to lose certain board members or acquire new members. The purpose of the plan would be to outline ongoing maintenance with our vendors to ensure that all items were being taken care of in a timely manner. Having that documentation would be an important reference tool to the board. Paul stated that some of this information can be referenced on our website via old newsletters that were posted up until 2014.

#### Item #6- The Park

- A. Due to lack of maintenance and grass clippings being blown toward the playground mulch, the park has had issues with pooling of water and thistle and other weeds overgrowing. Jeff received two estimates from local landscaping companies (Bellas and Penn) to fix all of these issues and restore our park back to the way it should be.
- B. Penn wanted to get started right away. Their proposal was to take out all the mulch, tile it, and put a weed barrier down. They would bring in dirt, grade it toward the creek and put 6-9 inches of playground certified mulch in. Part of their contract would also include that our lawn mowing service not blow grass clippings toward the playground mulch, and to remove weeds in the mulch as part of the service. They quoted \$21,695.00.
- C. Bellas gave an opposite proposal. They wanted to wait until the Spring once everything started to dry up. They want to take the mulch out and recycle it, stamp the dirt, dig out underneath swings, put down preen herbicide over the stamped down dirt, then lay 6-9 inches of certified mulch on top. The project could potentially start on a Monday and be ready to go by Friday. Bellas matched Penn's estimate.
- D. Jeff made a motion to hire Bellas to do the necessary work to restore the park. Megan seconded the motion, and all were in favor.

#### Item #7- Budget

- A. Paul voiced that he would like to work with the financial manager regarding budget categories. This goes hand in hand with the previously

discussed contingency plan. The board discussed the importance of sorting out the recurring expenses along with the one time, larger expenses that are coming in the near future.

#### Item #8- Street Safety

- A. There were concerns brought up regarding illegally parked vehicles within the subdivision. According to Illinois motor vehicle code, you cannot park your vehicle on a curve, hill, or in any way obstructing traffic. The police cannot enforce the motor vehicle code in our subdivision because our streets are considered private.
- B. Paul would like to work with Megan on putting a better, more coherent, safer street system in place that abides by the motor vehicle code. It was suggested that we map out these dangerous areas and mark them appropriately for all of our residents' safety.

#### Item #9- WebEx Meetings

- A. We looked into utilizing the WebEx program as a way for our residents to virtually join in on our monthly meetings. Due to the monthly expense, and the lack of interest after our Facebook page poll, it was decided that it didn't make financial sense to purchase this program.

#### Item #10- Boat Lot Update

- A. This project includes trimming the trees and cleaning up the brush, fixing the drive, and leveling and resurfacing the lot itself.
- B. Megan received two quotes for the tree trimming from Bierbaum and (\$3,000) and Kick Ash (\$2,250). Both were willing to do the work during the Winter, and that it could be completed within a couple days. A maintenance plan was suggested so the trees would remain properly trimmed since they are not being removed altogether. It was mentioned that we would want a regular tree trimming maintenance plan for the entire subdivision as well. Jeff made a motion to hire Kick Ash to do the work, and Megan seconded. All were in favor.
- C. Paul plans to reach out to McLean Co Asphalt regarding an estimate for the driveway and lot. Megan has not yet gotten any bids back from the

- other companies she has reached out to. She will be working to get that information to present to the board at next month's meeting.
- D. Before the work starts on the tree trimming, residents who have their property parked in the boat lot will be communicated to as to when they need to move for the couple of days that it will take to do the work. Work cannot be done properly unless there is adequate space to get to the trees.

#### Item #11- Adjournment

- A. Jeff motioned to adjourn at 7:58 PM. Sandy seconded. The next meeting will be held on January 14<sup>th</sup>, 2020 at 6:30 PM at 2018 Woodhavens.