

**Harvest Run Phase I & II Homeowners Association
Board of Directors Meeting Minutes
September 22, 2015**

Call to Order:

Warren Carter called the meeting to order at 6:00pm.

Present board members were Mike Havenga, Dan DeCoster, Lee Ellis, Navin Patel and Warren Carter. Pat Dodaro represented NW Property Management.

Financial Report:

Pat Dodaro presented a summary of the financial statements as of 06/30/15.
All board members approved.

Association Business:

A. Approval of Minutes – June 16, 2015 Meeting

1. Approved. No changes req'd.

B. Elite Lawn Care 2016/17 season

1. Board reviewed the Landscape Maintenance proposal from Elite Lawn Care for the 2016/17 Season and Option for 2 year extension.
2. Motion by Warren Carter to accept Elite Lawn Care 3-year contract 2016-2018 pending a 30-day cancellation clause. Seconded by Dan DeCoster

C. Peterson Sealcoating for bike path repairs

1. Many roots coming back in same area that was repaired in 2015.
2. Repairs on Hold. Landscape Committee to evaluate condition of bike path in the spring (April '16) and if mulching of beds will be req'd.
3. NW Property to go out for bid on bike path repairs. Options?
 - a. Obtain quotes from Peterson, Todd's Sealcoating, Sandman Sealcoating, etc.

D. Tree Removal – Huntley Road

1. Board reviewed proposals from Elite Lawn Care and Creekside on removal of dead tree on HOA common property along south end of Huntley Road.
2. Motion by Mike Havenga to award job to Creekside. Seconded by Navin Patel.

New Business:

A. Election of Officers

1. Confirmation of Quorum
 - a. All 5 board members present, quorum.
2. Approval of Minutes, September 23, 2014 Annual Meeting Minutes
 - a. Motion to accept by Mike Havenga, seconded by Warren Carter.
3. Introduction of Candidates
 - a. Not required, no other candidates present.
4. Nominations from the Floor
 - a. None
5. Voting and Collection of Ballots
6. Election Results
 - a. Through attrition, Lee Ellis, Navin Patel and Dan DeCoster elected for term of 2 more years.
 - b. Lee Ellis, President
 - c. Dan DeCoster, Treasurer
 - d. Navin Patel, Director

Open to Homeowners:

None present.

Executive Session:

- A. 2016 Proposed Budget was reviewed and approved.
 - a. Motion by Mike Havenga, seconded by Dan DeCoster.
 - b. The resident assessment will not be adjusted in 2016, shall remain at \$230.
 - c. 2016 Budget to be adopted at Nov 17, 2015 BOD Meeting and mailed to homeowners.
- B. Management Contract Review
 - a. Board to review Annual Contract renewal proposal from NW Property Management at the Nov 17, 2015 BOD Meeting.
- C. Common Interest Community Association Act
 - a. Harvest Run is not required to have 4 meetings annually if Operating Budget is <\$100,000 or Community has < 10 units, therefore BOD discussed having the required Annual Board of Directors Meeting and Committee Meetings on an as needed basis.
 - b. Further discussion and meeting dates to be determined at Nov 17, 2015 BOD Meeting.
- D. 2016 Newsletter, Assessment and Mailings
 - a. Packet content to be finalized and mailed to homeowners.

Adjournment:

Motion by Mike Havenga, seconded by Lee Ellis to adjourn the meeting at 6:45pm.

Next Meeting:

Board of Director Meeting
Tuesday November 17, 2015 @ 6:00pm
Northwest Property Management
780 Tek Drive
Crystal Lake, IL 60014