

Seasons 4 HOA Meeting Minutes 7/30/2024

I. Meeting Called to Order at 7:02 pm

- Board Members in attendance: Michelle Caravello, Julie Walker, Rich Santiago, Chris Cummings, Vickie Menard, Gerace Olson
- Board Members absent: Janet Sickler
- Committee Members in attendance: Samantha Kadonsky, Steve Pagluico
- Community Members in attendance:

II. Approval of 6/25/24 Minutes

- Motioned by Rich
- Seconded by Gerace

III. Officer Reports:

A. President - Michelle

- Officer meeting 7/9 recap update on financials
 - I wanted an idea of how our finances have been handled and what past practices were.
 - Current bank is not serving our needs. We will look into a new bank that offers better interest, Zelle, etc.
 - We have a responsibility to the homeowners to maintain our budget and adhere to it. We have to safeguard every dollar we receive and account for every dollar spent. It is all of our responsibilities. If something isn't clear or doesn't make sense, let's ask about it.
 - Please review the officer meeting notes that Julie sent and bring up anything that is not clear or understandable.
 - Anything that is not in the budget and outside of the miscellaneous part of your budget should be brought to the board for discussion and/or vote.
 - All purchases will be done via debit card and taken from our operating bank account. Take a photo and put into our committee & board group me chat.
- To-Do List Items:
 - Looked into Axela to collect delinquent accounts. I will forward their presentation to you. It is essentially \$400 for them to collect. We don't pay them. They collect from the homeowner. They will file for

liens (add'l \$400) and beyond as we see fit such as filing for eviction.

- Michelle will ask Axela who gets paid first when collecting?
- Landscaper said the roses were dying when he started. He drove past today and said that 4 of them are dead and the others are partly dead. He is going to cut out the dead ones and try to keep what is alive. He said they were cut too low in the fall. He asked if we want to replace the 4 that are dead. Cost is approx \$150
 - Cut dead ones, but don't replace.
 - Chris will look into what Ace has in fall.
 - Gerace: mulch washes away with rain, hazardous
 - Chris will look at situation so Michelle knows what to ask Landscapers

B. Vice President - Rich

- New rental dates and HOA events have been entered into the website calendar
 - Rich will show Vickie how to enter them
- Events page has been added to the website. Residents can also RSVP to events on the website.
- Updated dues history has been posted to the website
- Picnic email was sent to residents and posted on Facebook. So far 33 responded. 68 adults, and 39 children.
- Apryl Vogel reached out to Rich about line dancing and bingo (about 11 people interested)
 - Something we can look at in the fall
- To-Do List Items:
 - ❖ Will create a flyer once events are finalized, email it to residents, and post on Facebook.
 - ❖ Researching credit card options for dues collection for next year
 - Zelle too?
 - Quick Books offer this?
- ★ Historically, what percentage of rsvp's show up at picnic? pretty good , as well as people who come without rsvp-ing
 - Samantha will touch base with Rich on rsvp's on Aug 2

C. Secretary - Julie

- August 1 letter: 10-day demand letter will be sent out and **due Aug. 12 (Aug. 11, '24 is Sunday)**
 - Same 1.5% interest monthly charge added (\$8.09/\$7.28)
 - Full: \$539= \$613.27

- Senior: \$485= \$556.84
- New procedure: put any Debit Card purchase pic of receipt and item into Committee & Board Group Me
- 7/27/24 Clubhouse/Pool rental
 - Security deposit
 - Rental payment
- To-Do List Items: August late notices have been written and shared with Janet to be mailed on Aug. 2
- Review To-Do List at end of meeting for anything not mentioned in reports if needed

D. Treasurer - Janet

- 230 paid lots as of 7/25/24
 - 75 seniors
 - 155 full dues
 - 13 board/committee members
 - 243/256 lots total including board/committee members
- 6 payment plans
 - 0 senior
 - 6 full
- 7 unpaid lots (last month: 19)
 - 1 senior
 - 6 full
- 5 Voluntary lots
- 2 Sponsored lots
- Gas:\$519.04
- Electric:\$749.82
- Water:\$100.65

★ All purchases will be done via debit card and taken from our operating bank account. Take a photo and put into our committee & board group me: should reimbursements be put in group me too? Board thinks Yes.

E. Pool - Gerace

- After hours pool parties, are they more headache than they are worth. Issues with both parties so far and lifeguards don't want to do them.
- After season pool open is still up in the air. I am ok with not doing it if they will not commit
 - Pop-ups if possible instead

- ★ What was decided about the pool being open 5:00-7:30 between picnic and after-party? I will have 1 guard for that time in between so we can keep it open for those who wish to stay or voluntary lot members
- ★ How can we care for the rose bushes out in front of the clubhouse going forward? Water isn't the issue as much as needing to be cut back and ortho rose spray monthly. (I have the same bushes at my house)

F. Social/Communication - Samantha/Rich

- Diving for dollars cash? How do we handle it? Who gets the cash? Michelle will have 4 checks, Michelle will get coins from bank: \$150-200
- We have 1, maybe 2 vendors that do not take credit cards. How do we handle it? Check, venmo, cash? What is preferred? check
- Tips? For the purpose of checks and balances can a secondary person "attend" transactions? Should a director position be handling all financial transactions? check
- Rich: Party closet- what do we have?
 - Table cloths
 - Popcorn kernels: Costco or Sams or Amazon: Rich will send you pic, as well as nacho cheese
 - Popcorn oil
 - Table cloth clips
 - Napkins
 - What kind of cheese do i need for nachos
- Registration/ raffle ticket hand off: Michelle
- Chris: electrical, food
- Rich: What gets set up where? Any advice?
- Who can bring coolers? I have one I can use, Vitulli's have a smaller one (no longer has the very large one) Vickie, Caravello have 2 they will bring
- Set up the night before- yes, 7:00 Board
- Can anyone bring a fire pit? Julie
- Ice: Eric
- Cotton candy machine: Gerace will pick it up in Palatine on Friday
- ★ What was decided about the pool being open 5:00-7:30 between picnic and after-party? yes
- ★ Can a cotton candy machine be rented for the picnic? It has always been a big hit: yes
- ★ Picnic guests-are we allowing for a fee again? I propose if anyone wants to bring guests, we have them prepay for them ahead of time for a more accurate head count.
 - Pay at door: \$20 adult/\$10 under 13

G. Maintenance - Chris

- Toilet leak issue
 - Everything is working
- Clubhouse storage lock - Anna
 - Vickie will get keys from Anna or an extra one to copy
- Ground bees at clubhouse entrance
 - Chris sprayed foam into hole, will continue to monitor
- Chris will be around all day for the picnic to help setup and run power
- To-Do List Items:
 - Pool pole lights
 - LED retrofits
 - Light sensors
 - Assurance fire will be out Aug 23rd for fire inspection

H. Clubhouse & Reservations - Vickie

- 6/26/24-7/29: 6 rentals (2 Cancellations)
- 7/30/24 and beyond: Aug~ 7 rentals, Oct~ 1, Nov~ 1, Dec~ 3
 - Check in/out ladies: Sept-April: volunteer during picnic, social events: coordinator/facilitator, come to meetings, involve themselves, help Samantha at parties, shopping, etc, organize supply room
 - Vickie will reach out to ladies
- party on 7/27 (various things that they did not comply with) including pool behavior, nasty to the life guards, drinking/smoking on pool deck, broken blind, pub tables were filthy with chocolate cake
- Vickie had party on 9/28, thoroughly washed the filthy floors; they haven't been washed in a long time
- Supplies: Chris is in charge. Checkin/out ladies need to tell Chris
- Change paper towel dispenser in both bathrooms in clubhouse: Steve
- ★ Can check-in people help with the picnic? Yes, Vickie will talk to them

IV. New Business

- Vickie holds deposit check for rentals and shreds/can pick it up after 1 week
- What is the general consensus of the community about what we all want to do with the aging pool? Start with a survey, form a committee (winter?)

V. Concerns from Community Members

- None

VI. Announcement of Next Month Meeting Time:

- Tuesday, Aug. 27, 2024, 7:00 pm at the Seasons Four Clubhouse

VII. Meeting Adjournment at 9:17 pm

- Motioned by Julie
- Seconded by Chris