

These notes are directional. They identify the major topics of discussion by the Honeytree Board during the Board meeting of 7 Feb 23. For specific details on each discussed item, the Honeytree office staff needs to be contacted to access the actual recorded minutes.

Minutes from the Board Meeting

7 February 23

Call to Order at 7:27 PM

Rollcall

Felix McGee-Dinon	President	Present
Dave Stachura	Vice President	Present
Debra Jenkins	Secretary	Present
Sue Bauer	Treasurer	Absent (Excused)
Dan Survillas	Member at Large	Present
Pete Cernicky	Member at Large	Absent (Excused)
Lorenzo Lampignano	Member at Large	Absent

Verification of Quorum : A Quorum was established

Approval of minutes from the January 6, 2023 Workshop and Board Meetings.

A motion to be made by the President to accept the Workshop and Board Meeting minutes as published from the January 3, Workshop and Board meeting.

Motion made, seconded and passed unanimously

Special Presentations (if any)

Romeoville Police Department Representative Presentation was postponed to a later date.

Mr. Mike Lammers, Asst. Superintendent of Utilities in Romeoville, IL.

Mr. Lammers made a presentation on the move from well water to Lake Michigan water for Romeoville. He requested the Board secure some assistance from a few residents regarding in-home pipes. More information to come.

Note: see recorded minutes for more detailed information.

Office Report

Additional discussions, if any, on the Office Report as presented in the January 3 Workshop meeting.

President to call for a motion to approve the Office Report as presented in the January 3 Workshop Meeting:

Motion was made, seconded and passed unanimously.

President's Report:

The President discussed a proposed meeting with the Board Treasurer on the update of the Social Committee's event calendar. More information to come.

VP to call for a motion to approve the President's Report as presented.

Motion made, seconded and passed unanimously.

Treasurer's Report

Checking	\$81,183.58
Reserves (Also known as the Savings Account)	\$234,912.68
Dues Still Owed (Also known as Receivables)	\$77,118.19
Petty Cash	\$173.95
Late Fees for the month of January	\$1,725.00
Prepaid Dues	\$26,321.76
ACC Violation Fines for January	N/A
Daily Pool Passes through August	N/A
Seasonal Pool Passes through August	N/A

Note: It was suggested that the check register information be made a part of the Treasurer's report from now on.

Action:

See Annex (Enclosure (1) / Bank Resister Information.

See Annex (Enclosure (2) / Financial Statement from HOA CPA

President to call for a motion to approve the Treasurer's report as presented.

Motion made, seconded and passed unanimously

Committee Reports

ACC Committee Report as presented by the ACC liaison to the Board: VP, Dave Stachura

The President to call for a motion to continue violations carried over from January and any new violation, if any, from this month.

Motion made, seconded and passed unanimously

- In process: the ACC Board liaison will start working with the new ACC office staff member to standardize the ACC program beginning 2023.

Note: The President requested an ACC meeting with the ACC Board liaison and Board Treasurer to standardize the ACC process and perhaps move it to a more electronic-friendly process. More to come.

- From the January Board meeting, research on Village Ordinances shows there is no code or ordinance against a resident using Astro-turf in their front or back lawns. However, the type and style will still be regulated through the ACC codes.
- There was a vote taken and it was unanimously approved by the Board to allow using Astro-turf in place of a seeded lawn.

Diane is currently working to add this information to the ACC codes: paper and online.

- From the January Board meeting, research on Village Ordinances shows there is no code or ordinance against a resident hanging laundry in their backyard. The ACC code will so reflect this addition; however, it will also dictate that none of the hanging laundry shall be visible from the street.
- A vote was taken to approve hanging laundry in a resident's back yard within ACC constraints. It was approved unanimously.

Diane is adding this information is included in the ACC codes: paper and online.

ACC Report (continued)

From the January 3rd Board Meeting:

Update on additional information to be included by Diane, working with the VP, to the ACC codes both paper archives and online copy:

'1. Addition to the txt under lawn weed control "both noxious and nuisance weeds are not allowed".

(Enclosure #4)

'2. Addition to the ACC code text under "driveway maintenance: the correct text (see January 3 Board Meeting Minutes) to be added to both the paper archive and online ACC codes.

President to call for a motion to approve the ACC report as presented.

Motion made, seconded and passed unanimously.

Social Committee Report as presented (in the absence of the Board liaison to the Social Committee, Treasurer, Sue Bauer) report was given by the President and supported by information provided by the office staff.

Balance of the Social Committee Budget for 2023: \$10,573.87.

- Purchase of new shelving is currently on hold.
- There is no need for additional bank signatures for the new social committee account at Chase Bank.

Additional information presented by the Board Liaison to the Social Committee is as follows:

The President to call for a motion to approve the Social Committee report as presented.

Motion made, seconded, and passed unanimously

Petitions from the Public

None Presented

OLD BUSINESS

Any vote needed to address any February 7 workshop issue is undertaken at this time.

A vote is needed to approve the vendor for providing pest control for the Association.

Three bids:

MOM & POP PEST CONTROL- \$185-\$230 FOR ONE-TIME SHOT W/3 MONTH GUARANTEE

ARMOR PEST CONTROL-\$225 FOR ONE-TIME SHOT-pushing for program @ \$70 month or \$125 per quarter

ORKIN-\$275 FOR ONE-TIME SHOT-pushing for program (seasonal) \$108 monthly April-October

The Board voted to do the work themselves as all the necessary supplies to complete the project are already on hand. More to come.

NEW BUSINESS From the Workshop meeting 7 Feb 23

Vote on identifying the accepted vendor for the replacement of the Fire Dept Fire alert box:

- Johnson
- Cintas
- Alert Projective Services

This vote deferred until the March Board Meeting

BOARD COMMENTS

Felix McGee-Dinon	President	None
Dave Stachura	Vice President	None
Debra Jenkins	Secretary	None
Sue Bauer	Treasurer	Absent (excused)
Dan Survillas	Member at Large	None
Pete Cernicky	Member at Large	Absent (excused)
Lorenzo Lampignano	Member at Large	Absent

President to call for a motion, if needed, to go into Executive Session.

The Board did not go into Executive Session for the February 7 but discussed the following:

7-2-21 Clubhouse Rental Issues

- Update on latest clubhouse rental issues with resident names and addresses (if any). (Where is Update ?)

Association Legal issues

- Update on any outstanding legal issues with resident names and addresses, if any.
(See February 7 Workshop Annex / Enclosure 3)

Association Eviction Issues

- Update on any eviction information with resident names and addresses.
(See February 7 Workshop Annex) / Enclosure 3)

Next Workshop and Board Meeting will be on March 7, 2023

President to call for a motion to adjourn the Board meeting at 8:09 PM.

Motion made. Seconded and passed unanimously.

Bank Register

Bank = Chase

Date = 01/01/2023-01/31/2023

Check or Deposit	Date	Vendor or Memo	Payment
Adj - JE 878	1/1/2023	TRANSFER FROM CHECKING TO SOCIAL CASH ACCT. REMAINING BALANCE OF 2022 SOCIAL COMMITTEE ACCOUNT	TO OPEN NEW ACCOUNT 4,573.87
Adj - JE 879	1/2/2023	FROM CHECKING TO SOCIAL CASH ACCOUNT 2023 SOCIAL BUDGET	2023 BUDGET INTO NEW ACCOUNT 6,000.00
Chk - 16188578780	1/2/2023	AT & T	ELEVATOR PHONE 122.59
Chk - 16189431540	1/2/2023	Eileen Tenczar	JANITORIAL 50.00
Adj - JE 884	1/3/2023	DEBIT PURCHASE FOR STAMPS	FOR STATEMENTS AND COLLECTION LETTERS 180.00
Adj - JE 909	1/3/2023	PAYMENTECH-CARD READER SERVICE FEE	SERVICE FEE FOR CREDIT/DEBIT CARD READER 2.53
Adj - JE 892	1/5/2023	amazon purchase-weapons sticker for clubhouse	office supply 8.31
Adj - JE 893	1/5/2023	amazon purchase-envelopes/letter openers	office supply 45.56
Adj - JE 894	1/5/2023	amazon-p-touch for labeling	office supply 31.65
Chk - 16199478673	1/5/2023	Costello, Sury & Rooney	GENERAL LEGAL FOR DECEMBER 2022 1,350.00
Chk - 16213505863	1/5/2023	YARDI SYSTEMS, INC.	WEBSITE 234.00
Chk - 16213532311	1/5/2023	Copy King Office Solutions, Inc.	SERVICE CALL FOR COPIER/MONTHLY CHARGE ON ACCOUNT 225.00
Chk - 16213548976	1/5/2023	Nicor Gas / Pool Cabana	POOL GAS 50.05
Chk - 16213554641	1/5/2023	Nicor Gas / Clubhouse	CLUBHOUSE GAS 198.32
Chk - 16213565209	1/5/2023	GREEN EARTH LANDSCAPING & SNOW REMOVAL	PAYMENT ON CONTRACT 1,500.00
Chk - 16213574465	1/5/2023	LAREDO-WILL COUNTY RECORDER	DECEMBER 2022 FEE 75.00

Bank Register

Bank = Chase

Date = 01/01/2023-01/31/2023

Check or Deposit	Date	Vendor or Memo		Payment
Chk - 16213595739	1/5/2023	Costello, Sury & Rooney	LEGAL FEE CHARGE OUTS FOR DECEMBER 2022	4,186.17
Chk - 16271773268	1/12/2023	Eileen Tenczar	JANITORIAL	50.00
Chk - 16271782736	1/12/2023	AT & T	CLUBHOUSE PHONE/INTERNET	152.31
Chk - 16271801063	1/12/2023	Village of Romeoville Pool	POOL WATER	18.28
Chk - 16271809432	1/12/2023	Village of Romeoville Clubhouse	CLUBHOUSE WATER	42.06
Chk - 16274295656	1/12/2023	Waste Management	GARBAGE/DUMPSTER	76.79
Adj - JE 889	1/13/2023	FEDERAL PAYROLL TAX-PAYROLL W/E 1-9-23		424.45
Adj - JE 890	1/13/2023	STATE PAYROLL TAX-PAYROLL 1-9- 23		95.58
Chk - 1378	1/14/2023	Dale Lojas	PAYROLL	987.41
Chk - 1379	1/14/2023	DIANE GONZALEZ	PAYROLL	571.30
Adj - JE 895	1/16/2023	amazon-baby changing stations for clubhouse and cabana		667.25
Chk - 16292161994	1/17/2023	Johnson Controls	QUARTERLY BILLING FOR FIRE ALARM SERVICE	319.25
Chk - 16314350903	1/17/2023	Eileen Tenczar	JANITORIAL	50.00
Adj - JE 896	1/18/2023	amazon-coffee and dog station bags	<i>office supply/janitorial</i>	118.30
Adj - JE 897	1/18/2023	amazon-windowless envelopes	OFFICE SUPPLIES	29.24
Adj - JE 898	1/18/2023	amazon-creamer for coffee	<i>office supply</i>	17.15
Adj - JE 899	1/18/2023	amazon-furnace filters	JANITORIAL SUPPLIES	82.78
Adj - JE 903	1/23/2023	AMAZON-WOOD FLOOR CLEANER	JANITORIAL SUPPLIES	21.56
Adj - JE 904	1/23/2023	AMAZON-GARBAGE BAGS FOR CLUBHOUSE	JANITORIAL SUPPLES	20.10
Adj - JE 907	1/23/2023	AUTO TRANSFER TO SAVINGS		4,000.00
Chk - 16358960165	1/23/2023	Eileen Tenczar	JANITORIAL	50.00
Chk - 1381	1/23/2023	Dale Lojas	PAYROLL	807.22
Chk - 1382	1/23/2023	DIANE GONZALEZ	PAYROLL	596.48
Adj - JE 908	1/24/2023	AMAZON PRIME MONTHLY CHARGE		14.99

Bank Register

Bank = Chase

Date = 01/01/2023-01/31/2023

Check or Deposit	Date	Vendor or Memo	Payment
Adj - JE 902	1/26/2023	AUTO TRANSFER FROM CHECKING TO SAVINGS	1,000.00
Chk - 16382203191	1/26/2023	ComEd CLUBHOUSE/POOL ELECTRIC	170.79
Chk - 16382208206	1/26/2023	Copy King Office Solutions, Inc. DECEMBER 2022 COPIER FEE	104.06
Adj - JE 900	1/27/2023	FEDERAL PAYROLL TAX W/E 1-22-23	366.76
Adj - JE 901	1/27/2023	STATE PAYROLL TAX W/E 1-22-23	85.33
Adj - JE 905	1/31/2023	AUTO TRANSFER TO SAVINGS FROM CHECKING	1,000.00
Adj - JE 906	1/31/2023	IRS TAX PAYMENT TRACE #753076 IRS TAX PAYMENT	149.72
Chk - 16423825220	1/31/2023	Eileen Tenczar JANITORIAL	50.00
	1/31/2023		30,972.21

Put \$6,000 into savings in January

FINANCIAL
STATEMENT

HONEYTREE IMPROVEMENT ASSOCIATION

FOR

JANUARY 1 THRU DECEMBER 31, 2022

PREPARED BY:

RUDY LUEVANO
TAX AND ACCOUNTING SERVICE
16151 WEBER RD., SUITE 204
CREST HILL, IL 60403
(815) 588-0200

Enclosure #2

**HONEYTREE IMPROVEMENT ASSOCIATION
INCOME STATEMENT
JANUARY 1 THRU DECEMBER 31, 2022**

GROSS REVENUE 355,198

OPERATING EXPENSES:

INSURANCE	6,877
LANDSCAPING	26,442
LEGAL AND PROFESSIONAL FEES	56,403
OFFICE RELATED AND OVERHEAD	19,937
PAYROLL AND PAYROLL TAXES	46,810
PERMITS AND FEES	627
POOL RELATED	84,658
REPAIRS AND MAINTENANCE	2,447
SNOW REMOVAL	7,500
SOFTWARE	6,665
SUPPLIES	6,267
SURVEY AND FENCE	4,899
UTILITIES	<u>24,106</u>

TOTAL OPERATING EXPENSES 293,638

NET INCOME AFTER EXPENSES 61,560

A FIELD GUIDE FOR COMMON LAWN WEEDS

ANNUAL BLUEGRASS

Grassy annual weed that germinates when soil temperatures reach 70°F. To treat, apply a pre-emergent in spring prior to seed germination.



BROADLEAF PLANTAIN

A common broadleaf perennial weed that favors moist soil conditions. Survives low mowing heights. Control with post-emergent and aeration.



WHITE CLOVER

Broadleaf perennial weed found in areas with low competition of turf and nitrogen. Use post-emergent in spring, pre-emergent in fall.



CRABGRASS

A grassy summer annual weed that survives low mowing heights and prefers open areas of thin turf. Pre-emergent should be applied when soil temperatures approach 55°F.



DANDELION

Pesky broadleaf perennial weed that pushes out desired turf, sucks up valuable nutrients and water from soil. Post-emergent control in early spring.



HAIRY BITTERCRESS

Pesky broadleaf annual or short-lived perennial that



BLACK MEDIC

Broadleaf annual or short-lived perennial weed that's common in stressed lawns. Use a post-emergent in spring or fall. Aerate.



BULL THISTLE

An invasive, biennial weed that reproduces by seed. Use post-emergent in early spring when weed is in seeding or when its in its rosette stages.



COMMON CHICKWEED

Invasive and adaptive broadleaf winter annual known to grow almost anywhere. Use a pre-emergent in late summer/fall or post-emergent in spring when weeds are small.



CREeping CHARLIE (IVY)

A prostrate perennial that prefers shady, moist areas with unbalanced soil pH. Tolerates low mowing heights. Apply a post-emergent in spring & late fall for control.



GOOSEGRASS

Grassy summer annual weed with a strong, fibrous root system. Favors to invade compacted soil. Apply a pre-emergent and aerate to control.



SPURGE

Summer broadleaf annual.

