

# Fairoaks Subdivision HOA Meeting

October 7th, 2024 @ 208 Crossington, 6:30pm  
Meeting Minutes



1. **Call to Order and Roll Call** 6:35pm Henry called to order
  - o **Present:** Courtney Mueller-President, Joe Thole-Treasurer, Julie Knopf-Trustee, Dawn Henry-Secretary **Absent:** Matt Sinnokrak-Vice President
2. **Approval of Minutes**
  - a. Approval of *Regular Meeting Minutes* from September 23, 2024.  
**Motion:** Motion made by Mueller, seconded by Knopf, to approve the minutes from the September 23, 2024 meeting.  
**Ayes:** by acclamation, **Absent:** Matt Sinnokrak
3. **Treasurer's Report**
  - a. 9 unpaid dues = 8 homeowners/1 realty company
  - c. *Outstanding State Farm Insurance Bill*

Due to the transition to the new board, the State Farm Insurance bill went unpaid. A quorum was required to approve the payment, as the amount exceeded the board's discretionary limit.  
**Motion:** Treasurer Thole moved to approve payment of the outstanding State Farm Insurance bill, totaling \$1,504.  
Ayes by roll call: Henry, Knopf, Mueller (approved via email due to the urgency of the payment).
  - d. Thole is requesting FCB online access to be better equipped to handle treasurer's duties
4. **New Business**
  - a. *Add President and Other Board Members to FCB Bank Account for Accountability*

-Thole is going to see about getting a business bank account where board would only have to manage individual log ins for new board members instead of putting different names on the current account.  
-Members present were in agreement this would be best business practice for future boards.
  - b. *Insurance Review*
    - i. Thole added President Mueller to the account.
    - ii. Get new insurance quotes to compare pricing and confirm coverage details.  
-Thole/Mueller were going to investigate why the coverage amount was so much more than previous years.
  - c. *Lawn Service Contract*

Determine the expiration date of the current contract and consider obtaining quotes from other providers. -Table
  - d. *Bylaws Update: Waiver of Dues for Address 1500 Fairoaks*

This change requires a vote by homeowners. - Table
  - e. *Handling PayPal Fees for Dues* -Table  
Any changes to dues structure will require a vote.

-Thole was going to research all online payment options for next year's dues. The fee being taken by Paypal isn't being taken into account by some homeowners, meaning HOA is collecting less than the normal amount.

f. *Review List of Homes Granted a One-Time Waiver for Working Cameras* **Table**

Discussion on how to handle this policy moving forward.

g. *Offer a Reduced Dues Rate for Annual Proof of a Working Camera* **Table**

Review bylaws to confirm if this is permitted and establish any necessary conditions.

h. *Organizing Meetings*

Establish regular meeting times along with procedures for notifying members of upcoming meetings, and posting agendas and minutes (see Illinois Open Meetings Act for guidance).

-Board agreed to meet the 1<sup>st</sup> Monday of the month or as close to the beginning of the month as possible.

5. **Old Business**

a. *Current Dues Update*

Thirteen homes remain with unpaid dues, according to Treasurer Thole's updated list. (see above Treasurer's report)

b. *Fall Block Party*

- o The date has been moved to Sunday, October 27th, from 3-5 pm, at 256 Fairington cul-de-sac.
- o Henry confirmed that the date works for the neighbors.
- o The board will provide hot dogs and buns.
- o Mueller will provide an update on Snowy Sweets.
- o Costume contest (for both kids and adults); attendees encouraged to bring drinks, snacks, outdoor games, and chairs.
- o Discussion on prizes for contest winners.

6. **Purchase of Weatherproof Box for Main Entrance Camera**

Mueller has shared information about this in previous emails.

**Motion: Tabled for future meeting as Fall Block Party took precedence**

7. **Contact Information Audit**

QR code to update contact info via google doc was put on Oct Newsletter. A few QR codes will be printed and available at Fall Fest.

8. **Nextdoor App Setup**

Review any information gathered on creating a subdivision account on the Nextdoor app. **Table**

9. **Next Meeting**

Discuss and confirm date, time, and location for the next meeting.

- o **Nov 3<sup>rd</sup> at 3pm, 256 Fairington Dr.**

10. **Adjournment**

**Motion:** Motion made by Henry, seconded by Thole, to adjourn the meeting at 8:13

pm.

**Ayes:** by acclamation, **Absent:** Matt Sinnokrak