

THE ACACIA ASSOCIATION ANNUAL MEETING

February 28, 2023

The Annual Meeting of February 28, 2023 was brought to order at 8:00 p.m. by President Amy Eckert.

Directors in attendance were: President Amy Eckert, Vice President Peggy Rose Kwiatek, Treas. Diane Voyles, Directors Patti Chiappetta, and Tom Herley. Lyn McMillin was absent. Jennifer Cione was supervising the vote count.

The Pledge of Allegiance was recited.

Vice President Peggy Rose Kwiatek motioned to approve the February 22, 2022 Annual Meeting Minutes, seconded by Treasurer Voyles.

Motion to approve the February 22, 2022 was approved with a vote of 5/0/2.

DIRECTOR'S REPORTS:

Treasurer's Report-Diane Voyles 2022 Year-End Treasurer's Report:

As this Treasurer was new to this position in April, there was much to be done to gain control and understanding of the multitude of Acacia checking, savings and Certificates of Deposit that were spread over several Wintrust bank charters and multiple locations.

This year we:

- Consolidated 14 accounts into 8.
- Audited monthly bank charges to eliminate superfluous charges that resulted in annual savings of \$448.20.
- Reinvested low interest Certificates of Deposit into higher interest earning CDs.
- Invested 10,000.00 in a US iBond.
- Set up water, electric and gas bills for autopay.
- Established and documented policies on lost payroll checks and uncashed checks.
- Established and documented a policy that standardizes HOA payment due dates and fines so that ACH and check/cash payments are due on the same day of the month and late fees and fines are the same for both.
- Established Acacia Financial Advisory committee to provide insight into investment policies and reserve funding.
- Held a homeowner open forum for Budgeting in September to discuss priorities for 2023. This was well attended with 30 people in attendance and 7 email submissions.
- Established and approved a balanced budget for 2023.
- Completed the annual audit with a new provider.
- Hired a new bookkeeper.

Year-end bank balance comparison 2022 vs 2021:

	2022	2021
Reserve Fund:	\$ 303,524.49	\$ 231,211.00
Operating Fund:	\$ <u>414,762.22</u>	\$ <u>586,527.00</u>
	\$ 718,286.71	\$ 817,738.00

The biggest challenges in 2022 were continued fluctuating/rising costs along with the uncertainty of operating with an imbalanced budget. Review of the 2020 Reserve study and formation of the Financial Advisory Committee helped to gain insight into future expenses and their financial requirements. In the next year(s) we must continue to build our reserve fund to accommodate some large ticket expenses. We must closely monitor the 2023 budget making every effort to stay within approved limits seeking the best prices on the items we purchase. We must continue to monitor our investments to get the best possible returns on our reserve funds.

Clubhouse Director's Report: Peggy Rose Kwiatek:

- There were 36 clubhouse rentals and 4 pool rentals this past year.
- Bunco nights were held on the first Tuesday of each month with a break for the summer months when the pool was open.
- We held 2 food drives in Acacia, one on April 8th and one on Nov. 17th to help the "Share Food, Share Love" food pantry.
- In June, we held our Acacia Wide Garage Sale.
- The clubhouse was used as a voting place again this year on June 28th for election day.
- Foundation cracks in the clubhouse basement were causing water leaks, so we hired Perma Seal to fix the problem at a cost of \$10,891.48. After taking down the lockers in the girls locker room, more cracks were found, and Perma Seal returned to fix those for an additional \$4,471.82.
- The cement sidewalk in front of the clubhouse was heaving and causing a trip hazard, so we contracted Andreas and Son to fix the walkway at a cost of \$7,552.50. We received a 5% discount because of combining the work with other homeowners who were fixing their sidewalks.
- Acacia offered our restroom use to the Village's annual "Movie in the Park" and also for the Village's "Santa's Visit" in the Park.
- On August 26th, we held our End of Summer Adult Pool Party.
- On October 7th, Acacia held it's annual Crew Party.
- December 1st was the first meeting of the Acacia Social Committee made up of residents who were interested in working on planning holiday parties and fun events for all of Acacia. Their first party was the "Cookies and Crafts with Santa" held on Dec. 4th. The clubhouse was decorated for Christmas and Santa came to give gifts to all the children in attendance.
- The next party was the Adult Holiday Party held on December 30th with food, games, music and karaoke.
Everyone was happy to see these events coming back after the long Covid break.

Recreation Facilities Director's Report: Amy Eckert:

- Pool opened Memorial Day weekend and closed Labor Day weekend
- Renewed Pool IDs for 259 households
- Took 169 pictures for new and lost Pool IDs
- 6 pool rentals during the season
- Collected \$585.00 in payment for lost Pool IDs and additional guest pass purchases
- Supervised the installation of 3 new parking lot light poles and installation of new LED fixtures for the parking lot, pool and tennis courts – almost all of the cost for the lighting was paid for by a grant from ComEd
- Removed old wooden fence damaged by windstorm at south end of pool deck and supervised installation of new fence
- Increased use of new tennis/pickleball/basketball courts by residents this summer – some residents offered lessons in pickleball and organized a group for playing
- Hosted a Kids Swim night that was well attended and enjoyed by many of our younger residents and their friends
- With clubhouse hosted Family Fun Day in August

Grounds Director's Report: Amy Eckert reporting:

- Completed 153 Service Requests
- Removed 25 dead, dying or diseased trees
- Planted 19 new trees on common ground
- Supervised annual application of fertilizer and weed killer by Tru Green
- Purchased new 48 inch Wright Stander lawn mower from Russo Power Equipment
- Sold old 48 inch Wright Stander mower for \$2500.00
- Purchased 2 new push mowers to replace non-working ones
- Began contract with SBC for trash and recycling services
- Contract approved for mulch and weed control for all common area trees and bushes with Beary Landscaping for spring 2023
- Plows called out 7 times for snow removal during 2022
- Inventory of all equipment has begun

Townhome Maintenance Director's Report: Amy Eckert reporting:

- Completed 101 Service Requests
- Second year of 7 year paint cycle – 8 of 13 buildings completed and inspected – remainder will be completed and inspected in the spring 2023
- Second year of coping project to cover wood boards on parapet walls
- Converted nearly 30 old incandescent post lights to new LED version
- Inventory of all tools and equipment has begun
- Driveway sealcoating completed – no driveway replacements due to budget deficits
- Coordinated replacement cement work with homeowners as part of contract for cement replacement at the clubhouse – all were given a discount for the work

Village Relations Director's Report: Patty Chiappetta:

There was no Annual report provided in this category as it would be too extensive to summarize.

Architectural and Landscape Committee Director's Report: Tom Herley:

The Acacia Rules & Regulations document contains the allowable actions/rules for homeowners in Acacia. The Architecture and Landscape Control Committee exists to enforce those rules and recommends standards that maintain the beauty and integrity of Acacia Association. The goal of this committee is to fairly and uniformly enforce the existing rules, treating every homeowner equally.

The following was completed this year by the ALCC:

- Processed 72 requests for various types of home maintenance this year.
- Inspected 64 completed projects. The difference in number can be attributed to requests that were cancelled, still in process or never informed of completion.

Welcome Baskets: Peggy Rose Kwiatek:

I had the pleasure of delivering 8 welcome baskets this past year to new residents of Acacia. With each visit, I gave information on our community guidelines, including pool rules, clubhouse rentals, association fees, garbage pick-up and repair and maintenance of townhomes. Each new resident was happy to get the basket of goodies and appreciated getting their questions answered. They expressed how nice it was to be greeted into their new community.

Office Report: Amy Eckert:

- Interviewed and hired new Office Manager, Liz Benson – started in June
- Purchased new phones for main office, accounting office and shop
- Replaced non-working audio recorder
- Began contract with TMC2 for tech services for all computers
- New computer purchased for the Accounting Office
- Phone directory was completed and is now available for residents – email the office if you are interested in one
- Liz completed the design of our new website and it is more user friendly than what we had
- 28 home purchases closed in 2022

Homeowners Forum**Jack Brandush –**

Jack asks if we can publish the Annual Meeting Minutes on the website as we do with the Monthly Meeting minutes. Amy responds yes, we can publish these Annual meeting minutes in

draft form and Diane suggests we also post the newly approved Annual Meeting Minutes from 2022.

Patrick Ferguson – Elmwood Court

Patrick states he does not appreciate his comments from board meetings being censored each month. Amy suggests he bring this issue up at a monthly meeting rather than the annual meeting. She further explains that the board is not required to publish the minutes verbatim, only the portions where motions are passed. Diane refers Patrick to our website but Patrick has had difficulty finding the relevant documents. Amy directs him to Association Documents / Declaration of Protective Covenants on the website.

At approximately 8:30pm, the board closed Open Session and will re-open when voting results are available.

2023 Election Results: Jennifer Cione reporting:

At 10:05pm the board re-opened the Open Session to hear the voting results. As reported by Jennifer Cione, the results are:

Patricia Chiappetta - 54

Bill King - 128

Melissa Allison - 128

Mary Kay Kelly - 52

Wayne Dubin - 122

Ben Boyd - 127

Joe Consolo - 135

Anita Holub - 42

Jennifer Cagney - 50

Diane Voyles - 52

2022 Election Write-In Candidates:

Patrick Ferguson – 1

Meghan Tyrrell – 1

Patti Chiappetta requested to examine the ballots and she will set up a time to do so with the office.

Motion to close Open Session – Amy Eckert, Peggy Rose Kwiatek 6/0/1