

# Fox Meadows West

## Property Owners Association

**Date:** March 31, 2009

**Time:** 6:00 pm

**Location:** Kathy Staten's house

**In Attendance:** Barry Hines

Jim Collins

Ralph Holt

Pat Quigley

Kathy Staten

Barb Lyons

Chuck Coleman

### Minutes:

1. Minutes from the March 3, 2009 meeting were approved by the board.
2. Vendor billing for lawn maintenance: Several vendors were contacted and four responded with bids for mowing, spraying, etc.: Custom Tailored Lawn and Landscape, Lawn Perks, Inc., Lawn Barber and Rick's Plant Place. An in-depth discussion occurred regarding the pro's and con's of each bid. The board concluded to award the contract to Lawn Barber. Kathy Staten will manage the contractor to make sure the work is being performed to the board's standards.
3. Rocks at the Greenbriar entrance: Barb Lyons contacted the City of Springfield, Building & Zoning Department, to get guidance as to the size and location of rocks if we were to replace the existing gravel/rock. Consideration is being given to adding larger rocks immediately next to the curb to discourage vehicles from driving on the grassy area and throwing the existing/smaller rocks into the street. Chapman Stone was contact and selected as the vendor to provide larger rock because of the other work they did at the entrances. We will ask them to deliver six, 50 pound stones/boulders and place them.
4. Pond: Jim Collins contacted Marine Biochemists and they provided maintenance pricing proposals for either one year or two years of pricing. There aren't any other vendors in the area that do this type of work plus the board felt they've done a great job in the past. The board felt it's best for the homeowners to sign a two year contract to protect our pricing for 2009 and 2010. With the two year contract, we will pay for 2009 maintenance during 2009 and 2010 maintenance during 2010.
5. Fish: The pond will be stocked with 1,400 fish in the fall of 2009 and 200 bass next summer. The Illinois DNR will provide the fish.
6. A tree at the Isles street entrance died and needs to be replaced. Several vendors were discussed to replace the tree. Parkside Tree Farm will be contacted by Barb Lyons for a quote to replace the dead tree.
7. Insurance: Pat Quigley reviewed several proposals for liability and Directors and Officers insurance. Bids were reviewed from three different agents. A decision was made to go with Erie Insurance.
8. Finances: A review of our checking account was done by Pat Quigley. The dues received to date had been deposited and only two checks were written.
9. Irrigation: The irrigation controller for the Greenbriar entrance is not installed on Fox Meadows West property and needs to be relocated. Gene Pedigo will be asked for pricing to relocate the unit. Once Jim Collins has the pricing, Jim will communicate pricing to the board for concurrence.  
Dues: Property owners who have not paid by April 10, 2009 will be sent a reminder note that says their dues were payable April 1, 2009. They then have 30 days to submit payment and after 30 days a 5% penalty will be added. Barry Hines will provide Chuck Coleman with a draft of the reminder note before April 10, 2009.
10. There was considerable discussion about the \$150.00 Membership Fee. Whenever a property changes hands, the new owner is required to pay the \$150.00 Membership Fee. Since this is a new board, the decision was made that anyone who purchased a property beginning January 1, 2009 is liable for the \$150.00 Membership Fee and will be sent an invoice.
11. Annual Dues: Annual dues are payable once a year when the dues invoice is sent. They are prorated only when the developer sells a property to someone midyear. Annual Dues from a non-developer/property owner are never prorated. Any proration of dues between two owners is not the responsibility of the FMW Association and should be handled between the buyer and the seller at closing.

A decision was made by the board that during our last meeting of each year, we will be prepared to discuss the next year's budget and send Annual Dues invoices immediately after the first of the next year to all property owners.

12. Architectural Control Committee: Chuck Coleman talked and communicated via email with Jeff Stelle. Jeff provided feedback that the Stelle family; George, Connie and Jeff, are relinquishing control of this function to the board. Barry Hines is drafting a note for the three Stelle's to sign acknowledging that they are withdrawing responsibility for this function. Chuck Coleman has volunteered to serve on this committee and will contact two other property owners to see if they want to serve as well.

**Next Meeting:** May 12, 2009 at 6:00 pm at Pat Quigley's home.