

**PROPERTY OWNERS ASSOCIATION OF COUNTRY TOWNE
BOARD OF DIRECTORS MEETING MINUTES**

Tuesday, March 22, 2022

7:00pm

Gurnee Village Hall

I. CALL TO ORDER

Board president Sandy Warren called the meeting to order at 7:04 p.m.

II. ROLL CALL OF OFFICERS

Roll call of officers at 7:05 p.m.

Present: Sandy Warren, President; Shawn Bairstow, Vice President; John Briggs, Treasurer; Carolyn Anderson, Secretary; Jeff Kaufmann, Director

Absent: none

Also Present: Voting members (9) as listed: Jan Zblewski, Don Dietz, Rob Schenck, Jason Ahonen, Jim Brooks, Piotr Sznicer, Nick Argol, Marcus Bernardy, Chris Brown. Guests (6): Myrtle Briggs, Angela Schenck, Magda Sznicer, Judy Argol, Paul Olsen (Warren Park Townhomes), Joan Brooks.

III. APPROVAL OF THE MINUTES OF THE REGULAR MEETING

Motion by Bairstow, seconded by Kaufmann, to approve the minutes of the Regular Meeting of 13 December 2021, Motion Carried at 7:06p.m.

IV. TREASURER'S REPORT

John Briggs gave the report as follows at 7:07 p.m.:

- A. General comments - Thanks to Mrs. Briggs for assisting in bookkeeping and website. Legal fees (foreclosures, covenant violations, lawsuits), mailings, insurance have increased. No landscaping fee increase this year.
- B. Total assets as of 3/22/2022:
 - a. Checking account balance: \$8,369.44
 - b. Savings account balance: \$8,200.84
- C. 2022 CTPOA Association dues payment update (Due 4/1/2022)
 - a. 75 paid
 - b. 68 unpaid
 - c. 1 foreclosure (deceased 7/2021)
- D. Currently no liens on property
- E. 2 remain unpaid from 2021

V. PRESIDENT'S REPORT

Sandy Warren gave the report as follows at 7:13 p.m.:

- A. Covenant Violations:
 - a. Fence (Sandy Court) – resolution: in process
 - b. Fence (S Homestead Rd) – resolution: current owners grandfathered in writing as previous owners installed non-conforming fence. Any future fencing must follow covenant requirements
 - c. Fence (S Homestead Rd) – resolution: owner has been notified in writing to remove non-conforming fence
 - d. Fence (Sandy Ct) – resolution: homeowner in process of adapting fence to meet covenant requirements
- B. History of covenants:
 - a. Posted on website
 - b. Original, 1992
 - c. Added roof and fence enhancements, 2018

- C. POACT origination history (presented by Jeff Kaufmann). Jeff gave the following highlights to the history; the documents can be found in their entirety on the POACT website.
 - a. Tim Towne created our subdivision, defined the covenants, added to the public record and the subdivision plat of survey; filed with the County of Lake, Illinois incorporated with the state of Illinois in 1987
 - b. POACT took over the enforcement after he built 80 homes with the understanding of POACT continuing the covenants as written.
 - c. POACT in addition would maintain/protect open space and guarantee water retention areas, woodland areas, etc.
 - d. Every lot purchased shall have membership in POACT and shall abide by and maintain fidelity to the covenants as written.
- D. *Member Question:* Mr. Schenck stated CTPOA has 2 names in state not for profit filing; board will look into and align. He requested that our attorney review the legal documentation of the adoption of the covenants as stated. Board agreed to look into this.
- E. *Member Question:* Mr. Bernardy requested a review of all fences that are “in violation” of covenants to ensure compliance. Board to follow up with him.
- F. Homestead wood cleanup project
 - a. Townhome resident contacted Sandy; mentioned woods had "squatters".
 - b. Board investigated, overgrown, dead trees/shrubs/etc. - appears as though possible squatters, including grill – board liability. Per original subdivision documents filed with county, open space must be maintained (by POACT), remain natural, cleared of dead trees/bushes, and any foreign materials.
 - c. Cost of cleanup estimated to be ~\$20,000.00 – will be multi-year project due to cost. More trespassing/dumping signs will be posted.
 - d. Board has acquired multiple estimates for this job; average cost \$1,500.00/day, includes clean-up and removal of materials.
 - e. Woodland Hills Townhomes will be responsible to maintain their portion thereof.
- G. Elections information
 - a. Elections will be June 14, 2022 for 2 positions in addition to re-elections
 - i. Nomination forms mailed by March 29, 2022; must be returned to POACT by April 22, 2022 for inclusion (no exceptions).
 - ii. Nominees must pay 2022 assessment by April 1, 2022 or void candidacy
 - iii. Meeting location will be Gurnee Police Department meeting room.
 - iv. In person, per by-laws, or by valid proxy (forms will be mailed May 1, 2022).
 - v. If no quorum (>51%) is present in person/by proxy on election day then the current board continues for another year until such time as a quorum is achieved.
 - b. Question about options for voting.

H. Announcements

- a. Annual open meetings (4) will be held March, June, September, December; dates, times, and locations will be posted on the website as secured.
- b. All official board communication will be through the POACT website; Board will not maintain social media presence. Any social media representing POACT is not Board-sponsored.

VI. AUDIENCE QUESTIONS

The floor was opened for questions at 8:21 p.m. Please try to limit time to 5 minutes, and give your name clearly for recording purposes.

- A. Nick Argol: Can anything be done about the "Indy 500" after school? Cars speeding, U-turns, etc. Suggested to get a speed limit sign, calling the sheriff (although mentioned they are short-handed), calling the school (principal, superintendent), invite them to the next board meeting. Mentioned also regarding parking on the sidewalk – no way to enforce.
- B. Rob Schenck: How many meetings? - 4 board meetings and an annual meeting. Is there a way to proxy vote? Yes they must be in writing, you may give to a neighbor, or have the association secretary cast your vote for you. Illinois section 107-10; Would still like access our list but attorney has said no.
- C. Joan Brooks: Why can we not use the Township Center for meetings? Not currently allowing; also Township Center charges a fee. We can check at the school. Also no meetings currently allowed at Warren-Newport Library, Hunt Club Community Park.

VII. NEW BUSINESS

No new business is scheduled on the agenda or was brought up by the Board.

VIII. NEXT MEETING DATE

The next monthly Board meeting is scheduled for June 14, 2022 at 7:00 p.m.

Shawn Bairstow made a motion to adjourn the board meeting at 8:42 p.m.; seconded by Jeff Kaufmann.

These minutes were approved by the Board of Directors on March 30, 2022.

Minutes taken by:
Carolyn Anderson, Secretary
March 22, 2022