

English Meadows Property Owners Association (EMPOA)

Board of Directors Meeting
December 2, 2003 – 5:30pm

- A. Meeting called to order at 5:40pm by Veronica Davis.
- B. Verification of Quorum – Patti Amador absent. Guest present: John Prush
- C. November 4, 2003 minutes approved with no changes.
- D. Time for guests to speak
1. John Prush – John wanted to be sure that all meetings were publicized in advance so that everyone who wanted to attend would have the ability to do so. John also wanted to be sure that the Board of Directors would publicly publish the budget for the Association, including all revenue and expenses. The Board assured him that his concerns would be met.
- E. Current Items of business
1. Lawn care bids (and preferred snow removal provider status)
 - a. Motion carried to accept Lake State Lawn Care's bid (accepted as presented last meeting) to provide lawn service for the association and be the preferred lawn care and snow removal provider for English Meadows.
 2. Status of Granger garbage removal, recycling & grass collections
 - a. Tammy Pearson presentation gave the following information:
 - i. EMPOA will pay Granger each month.
 - ii. Recycling & grass clippings will be up to each resident and they will be billed separately for these services.
 - iii. Those with Granger accounts do not need to do anything – their accounts will be switched over and refunds mailed.
 - iv. Those with other businesses are responsible for stopping their current service and need to cancel it on their own.
 3. Enforcement of paying dues – Veronica will come up with a suggested protocol to follow if dues are not received. The board will go over the plan next meeting. It was mentioned that the most we could impose as a late fee is \$38.70 (18%). Motion was carried to amend the dues information as such.
- F. Budget report – Nancy Case
1. Where are we at so far regarding dues? 7 residences have paid so far for a total of \$1505.
 2. Do we want to send out another letter? Yes, we do. Include the garbage information talked about before, the lawn care/snow removal company, a reminder of the dues and the change in the late fee, and announce future meetings of the board and of the association as a whole.

3. Electricity for subdivision sign is another expense. Budget will be presented to the board at the January meeting and to the association as a whole at the February meeting. Motion made and carried to allow the treasurer to pay bills to the following people/companies:
 - a. Consumer's Energy, Granger, Lake State Lawn Care
 - b. Miscellaneous expenses to all board members up to \$50 w/ receipt.

G. "Responding to emails" protocol

1. Motion made and carried: when someone replies to an email they cc the entire board so that duplication is not a problem.

H. Christmas Party

1. It was decided to forgo a Christmas Party this year but to discuss the following next time for next year: Easter egg roll, summer BBQ, golf outing, & Christmas Party.

I. New Business

1. David Harns will follow up with Rich Greiner on 6 "thin ice" signs needed.
2. Haddon Hall sign spelled wrong. How to fix? David Harns will get done.
3. What are the standards and how do we enforce the way resident's yards look? It was decided to put this on the agenda next time.

J. Schedule next meeting

1. Next Board Meeting scheduled for Tuesday, January 6, 2004 at 6pm at Nancy Case's house – 5042 Glendurgan Court.
2. Next Association meeting scheduled for Tuesday, February 3, 2004 at 7pm. The location will be St. Matthew Lutheran Church's fellowship hall if available.

K. Adjournment – Motion made and carried to adjourn at 6:41pm.