



Acacia Newsletter & Board Meeting Minutes
December 2024

BOARD MEETING - 12/10/2024

1. Welcome – President, Julie Wright

2. Pledge of Allegiance

3. Roll Call - Board Members in attendance: Julie Wright, Jen Cione, Ben Boyd, Tom McKirchy, Hank Arnold, Bill King

4. Approval of Board Meeting Minutes from October 8, 2024 - Approved 6/o/o

5. Meeting Minutes of November 12, 2024

Correction needed regarding the Clubhouse report from Bill King. The meeting minutes did not include Bill King's report. Bill King will read his report from the November meeting to capture it in today's meeting minutes.

- There was a donated couch that was not approved by Bill King. The Bunco Group agreed it was too much. The couch is now gone, giving us back space.*
- The placement of the donated TV was not approved by Bill King.*

- *During a clubhouse rental, someone put a round metal top from a sterno in the toilet. Bob Lyons routed, used a camera, then removed the toilet to get it out.*
- *The sump pump in the clubhouse broke. Bob Lyons fixed it and charged us for the parts only. He was not reimbursed immediately.*

Motion to approve the Meeting Minutes from November 12, 2024 -

Approved 6/0/0

6. Glenn Fiala's resignation

- *On November 26, 2024, the board received Glenn's notice of resignation.*
- *On behalf of the Acacia board, we want to thank Glenn Fiala for his hard work this past year as the Treasurer and appreciate all his time and contributions to Acacia.*
- *Acacia uses QuickBooks to capture our financial data. In the absence of a Treasurer, we will continue to utilize the QuickBooks Accounting electronic system to maintain our incoming and outgoing financial activity.*
- *Until a new treasurer is officially appointed, complex questions or concerns arising from the board or residents will be brought to our CPA for directions and professional advice and assistance.*

7. Decorating Committee

- *The board would like to give a "shout out" and a very special "Thank You" to our decorating committee. They have spent over 12 + hours over a few days decorating the clubhouse for Christmas. They have created a welcoming ambience for residents to gather to celebrate the spirit of Christmastime, to spread holiday cheer, and neighborly love and kindness.*

8. Director's Reports

Treasurer – Julie Wright

The capital reserve expenditures are \$50,283. The YTD through November 2024, the net revenue is -\$82,333. We have a statement of activity for residents to review with provides exact item details. These are now in a binder in the Acacia clubhouse for all residents to come in and review at any time.

Preliminary Statement of Financial Position as of November 30

	<u>2024</u>	<u>2023</u>
Cash/Investments	\$465,723	\$721,048
Other Current Assets	\$68,122	\$25,271
Fixed Assets	<u>\$256,629</u>	<u>\$285,377</u>
Total Assets	<u>\$790,474</u>	<u>\$1,031,696</u>
Current Liabilities	\$28,515	\$174,362
Equity	<u>\$761,959</u>	<u>\$857,334</u>
Total Liabilities & Equity	<u>\$790,474</u>	<u>\$1,031,696</u>

Preliminary Statement of Activity YTD November 30

	<u>2024</u>	<u>2023</u>
Revenue	\$1,196,341	\$1,109,069
Expenses		
Payroll	\$629,344	\$501,341
Contract Services/Repairs/Supplies/Utilities	\$504,294	\$591,665
Admin/Ins/Professional Fees	\$52,493	\$42,409
Depreciation	<u>\$42,259</u>	<u>\$43,109</u>
Total Expenditures	<u>\$1,228,390</u>	<u>\$1,178,524</u>
Net Revenue before Reserve Additions/Expenditures	<u>(\$32,049)</u>	<u>(\$69,455)</u>

Clubhouse – Bill King

We need to redo the outside entrance of the clubhouse - the bid from the construction company was voted on and approved in July by the board. This sat in the office until November. Not sure if it will be completed this year.

Last Tuesday night the fire department was called to the Clubhouse. The sprinkler system on the outside broke. The Fire Dept had to shut the system down to clear out the pipes so they didn't freeze and burst. We had to have a gasket replaced. Reliable Fire subcontracted this work. This was at a cost of \$935. In the future, we will bypass Reliable Fire and go right to the subcontractor.

Remote controls for both clubhouse TV's will need to be signed out from the office during rentals. If the remote(s) are not returned, the resident will be charged \$50 each.

Recreational Facilities – Julie Wright (Nothing to report)

Ground Maintenance – Julie Wright
SBC recycling

Shawn Flood and Will Noorlag from SBC discussed our recycling program and Acacia's use of blue bags. Blue bags are not recyclable, so Acacia will be discontinuing them, effective immediately. The blue bags and it's contents have been going directly into the landfill. We are discussing next steps as there are a few options in terms of what recycling in Acacia will look like next year. Residents, whether putting items in blue bags or green totes, may not be aware of what can and cannot be recycled. Eliminating curb side pick up and going to a community recycle container (located at the clubhouse) would save Acacia \$18,000 a year, however we would like to gather more resident feedback before making any further decisions.

Townhome Maintenance – Ben Boyd

Townhome maintenance for 2024 is complete.

Coping will start in January and all of Acacia will be coped. The coping project will save Acacia approximately \$1,000,000 over the next three paint cycles. The cost study is available in the Acacia office for residents to read.

Painting contract for 2025 from Aldaco Paint and Remodeling – same paint contractor from last year – That did excellent work last year and quoted \$88,350 for 2025 - vote needed by board.

***Motion to approve using Aldaco for \$88,350 -
Approved 6/0/0***

Driveway quote to seal coat 186 driveways came out to \$31,023 from Territory Paving. With rubber blades on snow plows we will not need to seal coat every year at a savings for Acacia.

Driveway replacement of 37 drives (survey of the drives in need of replacement was conducted) \$95,874 total cost – We will only be doing the 10 worst drives in 2025 – Board decision three years ago to do ZERO drives has caused the backlog – The ten drives will cost \$25,910 to seal coat and replace by Territory will \$56,933 - vote needed by board.

Ben will go back to the contractor for a quote for 10 driveways, then the board will vote at January's meeting.

Village Relations – Julie Wright

Holiday Fest // Saturday, December 21st, 11:00 - 1:00 at Village Hall

*Visit with Santa, reindeer, crafts, scavenger hunt & more.
Please bring food donation for St Cletus food pantry.*

Architectural & Landscape Committee (ALC) – Tom McKirchy

*I would like to increase resident fines from \$25.00 to \$50.00
Please reference the **Fines & Fees Schedule** below for more information.*

Motion to approve the increase in fines from \$25 to \$50. Approved 6/o/o

Office – Julie Wright

- Office: Monday - Friday hours 8 to 5 office hours
- Michelle Mahoney is the office staff
- The additional office assistance is on pause until the new board

9. Election Committee – Jen Cione

- 8 board spots need to be filled
- Vote Count Committee has been established: Mike Rohloff, Susan Herley, Laura Nilles and Leslie Buch
- Bill King will be the lead and oversee the counting of votes.
- If you'd like to run for the board, submit your resume/letter of interest to the Acacia Office, or email it to: acaciaihp@gmail.com. These must be received by Tuesday, January 14 at 7 pm.
- Please note that you must be an owner (on the deed) to run for the board

10. Illinois law compliance for board of directors for homeowners association

- We are filing the documentation this week, making Acacia compliant with the Corporate Transparency Act.

11. 2025 assessments – the board will continue to discuss and vote in the January meeting. It was proposed to bring the proposed assessment down to 3% however the board could not vote on that because we needed to give the residents an opportunity during homeowners forum to comment. Therefore we will need to vote on the assessments at the January meeting, or according to bylaws, at a special open meeting.

12. 2025 Preliminary budget - The preliminary budget has been mailed to each resident and revisions, if needed, after reviewing each line item, will be voted on by the board at the January meeting.

13. Rules on monetary donations to Acacia from residents.

Any significant monetary donation needs to be brought to the board for discussion and approval.

14. Old business and/or new business - Nothing was discussed.

15. Homeowners Forum (see below)

16. Meeting adjourned and refreshments.

Motion to adjourn board meeting - approved 6/0/0

(End of Board Reports)

ACACIA ASSOCIATION FINES AND FEES SCHEDULE

Late Fees	
1 st late payment	\$25.00
2 nd late payment	\$50.00
3 rd late payment	\$50.00
Account will be turned over for collections and attorney's fees added	

Finance Charges	
All balances are subject to a 1% finance fee	

Closing Documents	
Pre-paid	\$150.00
Paid at Closing	\$200.00

Records Request	
Compilation Fee	\$100.00
Copying Fee – single-sided	.10 per page
Copying Fee – double-sided	.20 per page

*	Fines (Everything currently listed as \$25 will increase to \$50 on January 1, 2025)	
	1st violation	Warning letter
	Garbage out early or not in black bags	\$25.00
	Outside storage of garbage cans	\$25.00
	Front yard lights not on overnight	\$25.00
	Holiday/Seasonal Decorations displayed after removal date	\$25.00 Plus \$50 per week until removed
	Gazebos and all shades, poles and structures that are used for lighting or to create shade on deck or patio up outside of allowable dates	\$50.00 plus \$50 per week until removed
	Signs not displayed as required (school sports sign near front of unit or political sign no more than 1 week prior to election and removed day after) or without Board approval.	\$25.00 plus \$50.00 per week until removed
	Disabled vehicles not in garage	\$25.00 plus \$50.00 per week until removed



ACACIA ASSOCIATION FINES AND FEES SCHEDULE - Page 2 of 2

Commercial vehicles parked in driveway or cul-de-sac parking areas overnight	\$25.00 plus \$50.00 per week until removed
Outside parking of non-passenger vehicle (boat, trailer, etc.)	\$25.00 plus \$50.00 per week until removed
Large toys (basketball hoops, playhouses, etc.) left out overnight or on common property	\$25.00 plus \$50.00 per week until removed
Unleashed animal	\$25.00 per occurrence/per pet
Failure to pick up animal waste	\$25.00 per occurrence – actual cost of removal if outside vendor called to clean up
Placing food for animals on any outside area including private property or common areas	\$100.00 per occurrence
More than 2 bird feeders, bird feeders on common grounds, failure to clean ground around feeders -	\$25.00
Clotheslines	\$25.00
Window mounted air conditioners	\$25.00
Use of Association dumpster without prior approval	\$50.00 plus any additional dumping fees incurred by Association
Unstained decks (after 1 year)	\$50.00 plus \$50.00 per month until stained
Colored front yard lights – anything other than white or clear	\$25.00
For any other rule and regulation violation	Fines start at \$25.00

Any outside changes, improvements and repairs to townhomes are ALCC fines and these are defined on Request for Approval forms and there is no warning letter needed.

HOMEOWNERS FORUM

Leslie Buch - 21 Deercrest

I spoke with Julie a few weeks ago about a concern I had and she asked me to help her with researching management companies which she was already in the process of doing. I am asking the board if the residents can establish a committee to research management companies. This way more residents can be more informed which will hopefully help people understand what our options are concerning management companies. Would this be possible? **Board Response: Yes**

Side note-*over 12 years 2013-2024 2.04% is the average increase of our association dues. *2013 0% increase in assessments, 2014 0% increase, 2020 0% increase.

Also, I'd like to clear up a few things about the rumors I have heard from residents and board members since our last meeting.

Is it true the board has evidence or proof that Ben and/or Glen mismanaged our HOA monies in any way? **Board Response: When we look at the numbers sometimes it's not clear where things are directed. It's not that anyone is saying that we are accusing anyone. We are just trying to understand where things are going. We need more communication; it's a communication issue.**

Is it true that the board is currently researching if Ben and/or Glen mismanaged HOA monies? **Board Response: No, that is not true.**

Is it true there are board members talking to our previous president and these board members along with the previous president have been planning a way to accuse Ben of wrongdoing? **Board Response: No, that is not true.**

These are a few of the rumors that are being spread throughout our community after our last meeting. It is not only cruel to destroy someone's reputation and character, but it only takes one person to sue our association for defamation of character or slander because of rumors like this.

If our association is sued, we may have to pay a special assessment to pay legal fees which could be thousands of dollars.

Circling back to my original point, researching a management company and finding options will not only help to get our finances in order, but also help to eliminate all of the dysfunction we have seen recently and for years in Acacia.

Jack Brandush - 15 Deercreek

1) Only 1 of 3 questions that I asked last week made it into the newsletter. **Board Response: We apologize for that and hope we answered your questions tonight.**

November Question #2: When will the preliminary budget be out? **Board Response: The preliminary budget was sent out to residents prior to Thanksgiving.**

November Question #3: When will all expenses and income statement be published **Board Response: Board Response: You can find this information in the Financial Binder located in the Acacia Office.**

2) Regarding the \$15 increase. There is a deficit budget and no money in capital reserves.

3) Coping has a \$100K line item in it. Can we expense 1/2 in 2025 and the other 1/2 in 2026?

Board Response: This contractor has given Acacia a discount to do all of the work in just one year for \$100,000. We would lose the discount and go back to the \$80,000 a year over the next few years if we did not do it all at once.

4) What is the status and results of the 2023 Financial Audit?

Board Response: The audit is available in the office for anyone to look at. The report was clean with not one question asked from the auditor.

5) Why is SBC's line item over budget costs.

Board Response: The board will look into it and respond.

6) Why are we over budget for the pool.

Board Response: The board will look into it and respond.

Amy Eckert - 102 Cascade

Depreciation of \$48,000 are listed as expenditures. We do not spend that so if you take it out of expenses, the numbers look different. This is for accounting purposes only. It took me many years to understand this.

Lee Koepke - 21 Deercrest

When talking about recycling - it seems to be a people problem. We need to communicate on recycling. People are not educated enough. Let's communicate this out anyway we can.

Diane Voyles - 49 Briarwood

- The budget is supposed to be in homeowners hands 30 days prior to the vote.

- Would we be breaking the contract with SBC if we change the way we recycle?

No, it would be a negation for a new contract.

- Maybe instead of clubhouse pick up - recycling can be per cul-de-sac?

- How many or what percent of the homeowners receive the email messages?

We have 353 email subscribers through Mailchimp. Open rate on Acacia emails average 75%.

- How many receive paper newsletters? 10 residents receive paper newsletters each month.

- I was in this paint cycle. When will my house be copied? January 2025

Jen Cagney - 13 Briarwood

- Wasn't coping budgeted for \$72,000? **Yes, but that was for only a part of Acacia. We are getting a deal to cover ALL houses for a total of \$100K**

- Could we possibly get the newsletter the same week as the Board Meeting? **Yes, we will try our best.**

- Cost of living is 2.85%. Not 6%.
- What am I getting for my assessments? My neighbor and I shovel our own driveways because we can't wait 24 hours for the association to come around.
- The grounds crew decided to do work at my house, on my property, during work hours and they charged me for it. This has happened to a few residents.

Livia Calugari - 164 Cascade

Why is Santa not visiting Acacia this year?

The board has not discussed it. We got overwhelmed - we are short staffed. Everyone is working super hard. The board heard that Santa might still be able to come by.

Susan Palmer - 13 Heatherwood

I'm not a numbers person but I am an HR person and want to know why 50% of income is on payroll? In researching payroll costs, it looks like they are typically 15-30%, but there are exceptions. This needs to be looked at because it's way out of line.

Yes, and when final budget goes out, that number will definitely look different.

Karen Lake - 196 Cascade

1) People's reputation can be ruined through accusations and miscommunication. Thanks to Leslie for asking those clarifying questions regarding Ben and Glenn.

2) Tom, where are we on siding? What is our policy right now.

There is no policy - I am ALCC. That is a question for Ben.

3) There were residents who submitted Townhome service requests.

Tom will get a hold of John to see if he can get a crew member to come back and address these.

Cleo Walters - 6 Nacona

(submitted in writing - ran out of time to speak at the meeting)

I would appreciate it if the gossip, bullying, and negativity could stop. It's time to move forward. The past is behind us, and if the shoe fits, it fits. Let's focus on creating a loving, caring, and compassionate community.

We all live here, so let's work together for the greater good. Negative behavior will only harm us and could lead to bigger problems. Do we want that? I hope not. Let's create a safe, fun, and respectable environment for everyone. We are all part of this community, let's look out for the person to the left and the right of us.

Regarding the capital funds, yes, there has been neglect in the past, but we can't change that now. Let's focus on finding solutions and moving forward, rather than creating more problems.

If we don't work together, we could face serious consequences, such as needing to hire a management company. Do we want to spend more money? I'm proud that the dues were raised—it's about time. The band-aid fixes have caught up to us. Going forward, we should aim for small, regular increases to our HOA dues, rather than waiting until the last minute. Managing our community like a business will help us avoid these issues in the future.

I also want to emphasize that personal issues between board members should not be discussed publicly. Let's focus on working together. I've lived here since 1985 and have always taken care of issues as they arose. If I had waited until the last minute, we would not be where we are now.

We elected these board members, so the responsibility lies with us. The board's role is to work for the residents, not for personal gain or recognition. Let's all come together and make this community the best it can be. Thank you for your time. Merry Christmas and Happy New Year to all. Let's begin the new year with love, compassion, respect and integrity.



FROSTY FEST

**Visit Santa and his live reindeer!
Join the scavenger hunt, craft stations,
enjoy some hot chocolate and much more!
Santa will be arriving on a Fire Truck!!**

*Food drive sponsored by the KJO Foundation: Please
share a non-perishable item. The food drive will be
supporting the St. Cletus Food Pantry.*



**Saturday, Dec 21 from 11am to 1pm
at IHP Village Hall**



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