

Vacation Village Condominium Association

Meeting Minutes

November 19, 2016

In Attendance

Brian McConnell, President

Frank Hauser, Vice-President

Tim Hauser, Treasurer

Richard Kitching, Secretary

Also In Attendance

Michele Kirk, Property Manager

Brian McConnell called the meeting to order at 10:02 a.m.

Open Forum

- 15-4 Community Garden and electric for van
- 17-4 Allowing deck boxes
- 57-1 Follow-up on lighting
- 23-1 Front entrance decorations

President's Report

1. The 2016 projection and 2017 proposed budget was mailed to each Vacation Village Unit Owner. Today the Board will review and finalize the 2017 budget.
2. We have enjoyed unusually warm weather this fall however the cold will be here soon. It is imperative that Unit Owners comply with our winter policies.
3. One of our main goals will be to update our property website. The date for completion is January 20, 2016. Unit Owners will be able to see information in real time as the office staff will have the ability to update it on a daily basis.
4. On behalf of the Board of Directors and employees of Vacation Village, I would like to wish you all a Safe and Happy Holiday Season.

Reading of the of the October 2016 Meeting Minutes

Motion

Frank Hauser made a motion to dispense with the reading of the October 2016 meeting minutes. Richard Kitching seconded and the motion passed unanimously.

Motion

Frank Hauser made a motion to approve the October 2016 meeting minutes. Richard Kitching seconded and the motion passed unanimously.

Fines and Violations

Motion

Frank Hauser made a motion to approve the October 2016 fines and violations. Tim Hauser seconded and the motion passed unanimously.

Vacation Village Condominiums

Treasurer's Report

October 2016

Income

Actual	Budget	Variance	YTD Actual
\$126,861.00	\$126,247.00	\$615.00	\$1,313,987.00

Expenses

Association	Actual	Budget	Variance	YTD Actual
	\$46,552.00	\$48,451.00	\$1,899.00	\$467,854.00

Under budget

Wages & Benefits	Actual	Budget	Variance	YTD Actual
	\$51,151.00	\$57,055.00	\$6,904.00	\$507,913.00

Administrative	Actual	Budget	Variance	YTD Actual
	\$5,548.00	\$4,973.00	(\$575.11)	\$36,406.00

Recreational	Actual	Budget	Variance	YTD Actual
	\$0.00	\$1,367.00	\$1,367.00	\$23,619.00

Property Utilities	Actual	Budget	Variance	YTD Actual
	\$4,407.00	\$4,583.00	\$176.00	\$38,751.00

Common Area	Actual	Budget	Variance	YTD Actual
	\$16,892.00	\$15,292.00	(\$1,600.00)	\$113,698.00

Over budget due to gas and oil and building maintenance

October 2016 Totals	Actual	Budget	Variance	YTD Actual
	\$123,550.00	\$131,720.00	\$8,170.00	\$1,193,788.00

Under Budget Year To Date

2017 Budget Proposal

The 2016 Year-end and 2017 proposed budget were mailed to all Unit Owners for review. The 2017 proposal did not include an increase in assessments however, there will be a review in April. Once the motion to approve the 2017 budget is passed a copy of the finalized budget will be mailed to the Unit Owners.

Motion

Tim Hauser made a motion to approve the 2017 budget. Frank Hauser seconded and the motion passed unanimously.

Management Report

Sales

There were three sales in the month of October, two are permanent residence and one is for vacation use.

Leases

There were four leases signed in the month of October.

Sea Wall

The sea wall project has begun. This year they are scheduled to do 200 linear feet. This project should be complete prior to December 15, 2016. To finish the area completely the Board will need to approve an additional \$5,000.00. This would not only include finishing the area but include repairing the corner outside of the Pavilion.

Board Meeting Schedule

In compliance with the Illinois Condominium Act, specifically under the Palm II decision, condominium associations are required to post the date of monthly meetings via written mailed notice. We will be mailing a schedule to all Unit Owners along with the finalized budget for 2017. This schedule will meet the legal requirements without incurring the cost of a monthly mailing and will give the Board the ability to shift or schedule additional meetings if needed.

Assessment Coupons

Assessment Coupons will only be mailed upon request. Please contact the Management Office prior December 15th so you have them for your January payment.

Plow for Ford Truck

A Ford Truck was purchased for the property late last winter. The truck is plow ready however the plow has to be purchased and installed. The plow will be a 7 ½ foot Pro Plus. I received a verbal quote from Specialty Contractor in Burlington, WI for \$5,312.00 and RA Adams in McHenry for \$5,450.00. I would recommend RA Adams as it is close should there be any installation problems.

Motion

Frank Hauser made a motion to approve the plow installation through RA Adams in the amount of \$5,450.00. Tim Hauser seconded and the motion passed unanimously.

Winter Snow Removal Policy

Our current snow policy states that when snowfall exceeds two inches we begin to plow. This policy should not be so specific. When snowfall reaches over two inches residents are not permitted use of Holiday Trail or the Emergency Lanes as these areas are cleared for emergencies. This policy does not apply to every area of the property. Unit Owners will be responsible for clearing the personal staircase and patio areas. We recommend that each unit purchase a bag of salt to maintain your patio, deck and staircase. Employees will salt and shovel the common areas on an as needed basis. Notices will be emailed when severe weather is predicted.

Fines and Violations Committee

We currently have five volunteers however it has become a challenge to have at least three volunteers for each meeting. I would recommend that we send a form for additional volunteers and establish the amount needed to hold a meeting.

2017 Grounds Committee

For 2017 I would recommend we ask for volunteers for a grounds committee. This committee should be established to maintain the property common areas.

Adjournment

Motion

Frank Hauser made a motion that the meeting be adjourned at 12:34 p.m. Richard Kitching seconded and the motion passed unanimously.