

Original

Leona's Rolling Meadows Homeowner's Association  
Board of Directors/Officers Meeting  
February 6, 2008

MINUTES

Members Present:

Steve Retherford, President  
Bill Yazji, Treasurer  
Kyle DeWitt, Board Member  
Huett Turney, Board Member

Eden Niese, Vice-President  
Angela Moreno, Secretary  
Bob Haggarty, Board Member

President Retherford called the meeting to order at 7:05 p.m.

Board Responsibilities

After formal introductions, President Retherford reviewed the roles and responsibilities of each of the Officers, as well as the Board of Directors. He noted that he needed the documentation that the Board of Directors met and elected the Officers, and Member DeWitt stated that he will submit that to him.

Transition

It was decided that Bill Yazji, Steve Retherford and Angela Moreno. They will alternate retrieving the mail and distributing it to the appropriate Board Member. Bill Yazji stated that he will continue to coordinate administrative duties, since so many of them are very closely tied to his role as treasurer. This includes the banking, insurance, and corporation paperwork.

Discussion of Transfer Fees

This item was tabled due to time constraints.

Complaint Procedures

President Retherford reviewed the procedure that the previous Board of Directors used for handling complaints. The new Board agreed that they would communicate official complaints with one another and decide together how best to approach the problems on an individual basis. It was noted, for clarification purposes, that an official complaint *must* come through the website, or via regular mail and must be documented with the complainant's name. The Board agreed that they will only act on complaints received in this capacity.

2008 Goals/Objectives

This item was tabled due to time constraints.

2008 Budget and Assessments

Treasurer Yazji provided the officers and board members with a proposed operating budget for 2008 (attached). The budget was based on an assumption of an assessment of \$142.99 per house, including 169 houses. He reviewed each of the budget categories for the other members. He

stated that landscaping fees, which make up a bulk of the overall budget, will increase from last year due in part by the need to maintain additional land that was previously maintained by Neumann Homes. The Board agreed that the proposed funding of \$15,500 is appropriate, and that it will also pay for other aspects of the landscaping including tree upkeep and signage near the ponds. Mr. Yazji also explained an increase in electricity as a result of the need to pay for lighting the monuments at the entry way, that Neumann Homes previously paid, and an increase in the Stormwater Utility Fees assessed by the City of Kenosha. Members agreed that the preferred outcome would be keeping the association dues as low as possible while also preserving the current level of service. The budget includes \$3,300 for attorneys fees which is currently based on an estimate for a retainer agreement, however, President Retherford and Treasurer Yazji plan to examine the proposal further to determine if it is in the Board's best interest.

Treasurer Yazji explained that there are currently 169 houses in the subdivision that are closed on and occupied (with a total of 192 lots in Leona's). He stated that it is not unrealistic to expect approximately 10-15 houses to close in 2008. In an effort to lower dues, the Board and Officers agreed it would be appropriate to base the dues on 180 homes; therefore the assessment would be \$135 per house.

Member Haggarty motioned to set the operating budget at \$24,300 and set the 2008 association dues at \$135 per household. President Retherford seconded the motion. Voice vote, all in favor, motion carried.

Treasurer Yazji stated that the invoices would be printed up by the end of the week, and would be due by March 31, 2008. Vice-President Niese volunteered to pick them up and stuff them for mailing. President Retherford stated that he would draft a letter to the homeowner's to accompany the invoice.

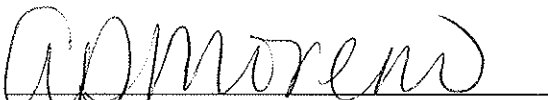
#### Standing Meetings

It was agreed that the Board/Officers would meet on a monthly basis, and meetings were scheduled for March 3, 2008 and April 1, 2008.

#### Adjournment

The meeting was adjourned at 9:07 p.m.

Respectfully Submitted,

  
Angela Moreno  
Secretary