

From: James Smith <james.a.smith@outlook.com>
Sent: Monday, October 22, 2018 10:09 AM
To: Duane Lockas; Kim Czyz; kimers; katie nelson; James Smith
Subject: Motion on Proposed POA website for VOTE

The following motion passed with unanimous approval of the APOA Board. The official record of the electronic discussion is also attached. This will be posted as a PDF to the APOA site as an official record.

Thanks

James A. (Jim) Smith
1044 Lakewood Drive
Ottawa, Illinois 61350
Cell: 708-925-5476
Hm: 815-431-0315
james.a.smith@outlook.com



From: james.a.smith@outlook.com
Sent: Friday, October 19, 2018 6:06 PM
To: 'Duane Lockas'; Kim Czyz; james.a.smith@outlook.com; kimers; katie nelson
Subject: Motion on Proposed POA website for VOTE

Motion made by Jim Smith to proceed with procuring and setting up the Autumnwood Homeowners website.

Motion Seconded by Lori Kimes.

The site will be administered by Kim Czyz and Jim Smith while they serve on the board and will be used to house for accessibility pertinent homeowner documents including but not limited to:

-) **Phase I, II and III covenants**
-) **Amendment to the covenants**
-) **Annexation agreement**
-) **List Board members and email addresses (no phone numbers)**
-) **Possibly list previous Board members (no contact information)**
-) **Minutes**
-) **Meeting notices**
-) **Financial data**
-) **Coming Events**

It is understood that this agreement will be entered into and the domain name established for a specified timeframe as can be reasonably obtained at a cost of \$11.99 per year (10 year secured). The domain name if available to be www.autumnwoodpoa.com hosted by

“GoDaddy” at a cost of \$29.88/year and extended for a period of time to maintain best costs. (Suggested possible 3 years, TBD)

The board will work with “Computer Spa” of Ottawa to assist us in setting up the web page.

A budget of \$300 is agreed to by the board as a not to exceed number for setting up the website. Any additional funds would require board discussion and approval.

Discussion of the board members via email are attached to and a part of this motion.

Respectfully Submitted;

James A. (Jim) Smith
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james.a.smith@outlook.com

From: John and Katie Nelson [mailto:jknelson01@hotmail.com]
Sent: Sunday, October 21, 2018 1:32 PM
To: Kim Czyz
Cc: Duane Lockas; James Smith; kimers
Subject: Re: Motion on Proposed POA website for VOTE

I approve also. Thank you

Sent from my iPhone

On Oct 19, 2018, at 6:24 PM, Kim Czyz <kimczyz@gmail.com> wrote:

I approve

Kim Czyz

From: Kevin Kimes [mailto:kimers@sbcglobal.net]
Sent: Friday, October 19, 2018 4:37 PM
To: James Smith; Kim Czyz; Duane Lockas; katie nelson
Subject: Re: Proposed POA website

I agree to this proposal. Thanks Jim and Kim for your work on this!

[Sent from Yahoo Mail for iPhone](#)

From: Duane Lockas [mailto:duane.lockas@roenfeldtlockas.com]
Sent: Friday, October 19, 2018 3:57 PM
To: Kim Czyz
Cc: James Smith; kimers; katie nelson
Subject: Re: Proposed POA website

I am in favor of proceeding with this. Jim can make a motion for us to approve.(If Kim and Jim are willing to administer this). Thanks for your work on this.

Duane
Roefeldt & Lockas, P.C.
1100 Columbus Street
(815) 433-0464

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---- On Fri, 19 Oct 2018 13:33:26 -0500 **Kim Czyz <kimczyk@gmail.com>** wrote ----

The APOA site can't be set up as a page on the city's website. I'm not sure about putting a hyperlink on the city website; I'll have to check into that.

When replying, please also provide input as to the domain name, and content. I would recommend that we purchase the domain name and the hosting for as long as possible.

Kim

On Fri, Oct 19, 2018 at 12:28 PM James Smith <james.a.smith@outlook.com> wrote:

In my search I also came back to GoDaddy. I would say the cost of this is minimal and would agree with setting this up through Kevin Bressendorf. I did have another thought on this for discussion that I will just throw out there..

Is it possible to get a page for the APOA on the Cities website? If we could glom onto the cities site and use this we may be considered an added plus for the city. Just a thought. If not, I am in favor of using Computer Spa. We should attempt to have a hyperlink on the cities site that could redirect anyone to the POA site.

If we are all in agreement with this, we should put it forth as a motion, second and vote. This way we have a record of the boards action and activity. I would post the decision in a summary for our actions and document the boards decision.

If everyone could reply to this email trail and everyone on the email, we can keep this trail as a record of our discussion. If everyone agrees I can draft a motion and send it out.

Regards,

James A. (Jim) Smith

1044 Lakewood Drive

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james.a.smith@outlook.com



From: Kim Czyz [mailto:kimczyz@gmail.com]
Sent: Friday, October 19, 2018 12:02 PM
To: Duane Lockas; James Smith; kimers; katie nelson
Subject: Proposed POA website

I spoke with Kevin Bressendorf from Computer Spa about pricing for a POA website. (Computer Spa does the IT work for the City, so I usually see him on a daily basis).

Kevin recommends hosting the website at GoDaddy (this is where the City's websites are hosted).

To purchase a domain name the initial cost is \$11.99 a year. We should purchase the domain name for as long as allowed, because renewal prices typically increase dramatically, sometimes by 25% or more. The domain name can probably be purchased initially for at least 10 years, maybe more.

One domain name we could use is www.autumnwoodpoa.com. This domain name is available as of right now. We can check the availability of other domain names if anyone has any suggestions.

Hosting the site at GoDaddy for the economy package is \$2.49 per month (\$29.88/year). Again, it is recommended we pay for the hosting for an extended period of time, maybe 3 years or more, because pricing typically increases dramatically when renewing.

The domain name and hosting would be in the POA's name. It would need to be paid by credit/debit card (everything is done online).

Computer Spa will set up the page in Word Press with the content the Board decides at no charge.

My thoughts as far as content available on the website:

Phase I, II and III covenants

Amendment to the covenants

Annexation agreement

List Board members and email addresses (no phone numbers)

Possibly list previous Board members (no contact information)

Minutes

Meeting notices

Financial data

We could have a picture of the sign at the entrance sign on the home page.

All Board members should have the access information to the administrative site. However, all postings should be approved by the Board. I don't know if anyone else is familiar with websites. I administer the City's website and I would be happy to post the approved documents.

If/when the website is finalized and live, we could send a notice to all property owners via postcard (less expensive than a letter). And, of course, post the link on the POA Facebook page.

Jim was also going to check in to website set up.

Kim