



Harbor Pointe HOA Board of Directors Meeting

Minutes: May 11, 2015

President Jim Carmany called the meeting to order at 7:03PM. In attendance: Board Members Jim Carmany, Nick Johnson, Carl Stauske, Gary Rafool, Mike Childers, Sue McGill, and Anne Dickison. Sandie Sutton was out-of-town. Four other owners were also in attendance.

Approval of last Month's Minutes:

Gary Rafool moved, Sue McGill seconded, and the Board voted unanimously to approve the April Minutes.

Property Manager Report:

Sandie Sutton forwarded her final Property Manager's Report for maintenance, repairs, and administrative projects. Core 3 took over the role of Property Management on May 1st. Representatives from Core 3 met several times last month with Sandie Sutton, Nick Johnson, and Jim Carmany to transition management responsibilities, procedures, and records. Core 3 was not present at tonight's meeting but will plan to attend Harbor Pointe's HOA Board meetings several times per year.

*Massey Roofing repaired or replaced shingles and siding damaged by the recent windstorm: #106, #300, #316, #402, #412, #604, #606.

*Massey Roofing repaired shingles on 316/318.

*New owners at #212 – Mike and Diane Joynt

*Nick Johnson met with Gutters 'N More to discuss issues and request quotes

*Sandie and Core 3's Matt Smith reviewed the process of programming the gate fobs

Core 3 will take over collection of the HOA dues and all other fees. All future payments and maintenance requests can be made online through Core 3's tenant portal:

<https://core3pm.appfolio.com/connect/activations/57d6e92e55643888b2ecf9e9b2a5290a80f33b6e>

Or mailed to:

Care 3 Property Management
1716 R.T. Dunn, Suite 4
Bloomington, IL 61701
Attn: Cindy Renfro

(309) 808-2125

Care 3 Property Management
751 W. Joan Court
Peoria, IL 61614
Attn: Matt Smith

(309) 839-0743

Emails formerly sent to Sandie's property manager address harborpointehoa@yahoo.com should now be directed to msmith@core3pm.com.

Core 3 will continue to pick up mail from Harbor Pointe's Post Office Box, but will no longer monitor the HOA dues collection box by the garage across from the 600 duplexes. This Harbor Pointe drop box will be removed in the next 30-60 days.

Core 3 is in the process of contacting all our current vendors to provide the new contact information.

Jim Carmany and Anne Dickison will be oriented on how to upload Minutes and new photos to the Harbor Pointe website. MTCO will continue to manage all else.

The Board would like to express great thanks to Sandie Sutton for the considerable time and effort she has invested while serving as Harbor Pointe's Property Manager.

Finance Committee Report:

Treasurer Sue McGill provided financial information through April 30. She also provided a financial status summary report for April that is attached to the end of these Minutes. Jim Carmany noted that Sandie wrote the payroll for April in April to avoid charges carrying over to May after the transition to Core 3. Sue McGill has been working with Sandie and Core 3 to reconfigure past bookkeeping, line items, and software to better fit Core 3's paradigm. She reviewed some of these new adaptations and manners of reporting income and expenses.

Mike Childers submitted an invoice for purchases initiated for modifying the back gate. Core 3 will issue a check for half the initial gate expense as per our agreement to pay half the completed total, not to exceed \$3,700 in expense to Harbor Pointe as per the motion approved during the November 2014 HOA meeting. The second half of Mike's reimbursement will be invoiced upon the completion of all work. The candelevered wheels arrive tomorrow and the rest of the gate should be delivered in six weeks. At this point, it looks as if the total will come to less

than the amount specified in the motion to approve the gate modification. Sue will record this gate expense as a miscellaneous line item.

In response to a query from Nick Johnson, Gary Rafool reported that we are done with anticipated legal fees for the year. Additional discussion took place about the reorganization of specific line items. Sue clarified that although some budget items may be reclassified as special projects or broken down differently than originally laid out, The HOA's total budget for 2015 remains the same. As noted before, the approved 316/318 roof repair will be funded from our carryover from 2014 and will not tap in to the Long Term Reserves.

Nick Johnson made a motion to accept the Treasurer's Report, Gary Rafool seconded it, and the motion passed unanimously.

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Parliamentarian Report:

Gary Rafool and Jim Carmany worked with Core 3 to transition and reorganize our banking account practices. The Bylaws call for two signatures on every check issued. Discussions of practical considerations, compliance with Bylaws, restrictions by various financial institutions, and transfer of signatory authorities are underway. Mark Fetzer of Core 3 will have co-authority. A resolution to allow one signature for the checking account only was discussed and modified before a motion to accept the Resolution as written by Gary was made by Nick Johnson and seconded by Sue McGill, and was passed unanimously. Gary Rafool wrote up the Resolution attached to these Minutes, and they were signed by the Secretary on May 17th. The three individuals with signatory authority over the Harbor Pointe operational checking account funds will be the President, Treasurer, and Representative of Core 3.

Landscaping Committee Report:

Carl Stauske and Sue McGill reported on their research and proposed plans to improve the appearance of identified courtyards. The last courtyard in the 500 building had its oversized tree removed and replaced by a smaller decorative Amur maple, and hostas and boxwood were planted in the empty spaces along the paths. This project and two others will be started and finished this week. Additional discussion took place about the utility area near the riverside fence, and improving the appearance of courtyard posts. Nick Johnson reminded the Board that in terms of planning and budgeting, the landscaping and post improvements should be considered separately. He suggested that all posts be improved at the same time rather than courtyard by courtyard.

Carl reminded the Board that it was time to spray for bagworms, and asked the mechanics of how that should be initiated and processed. Jim Carmany suggested that Carl contact Matt Smith of Core 3.

Mike Childers reported that the irrigation pump is working and ready to go. Nick Johnson added that the irrigation system has not been run but will be tested shortly, Nick Johnson, Mike

Childers, and Carl Stauske will identify and repair any winter damages to the system. Core 3 will be asked to send out a notice before the system is started up advising residents to keep windows and doors closed during the start-up testing.

Building Committee Report:

Nick Johnson inserted Building-related items when they came up in discussions of the budget reorganization, landscaping projects, irrigation system start-up, and work on roofs.

Community Relations Report:

Mike Childers reported that the new lighting has been installed at the pool, and starting this weekend will be on a normal schedule. There are now seven lights total plus new underwater lighting. The new automatic timer will turn off the lights at 10:30p.

Mike Childers updated the Board on the status of the Alpha Bravo enterprise that will replace the Cantina. The formal opening is expected to occur this weekend. There will be no outdoor grilling at this time.

Old Business:

Jim Carmany and Mark Fetzer of Core 3 met to sort through the transition of banking practices and changing bank accounts. Plans to open a new checking account at Morton Bank were in set motion. Discussion of signatory authority and various restrictions resulted in adoption of the resolution attached to these Minutes. How to report and repackage Long Term Reserves is being considered by Treasurer Sue McGill.

President Jim Carmany sent the owners a first letter of information about the timing and budgeting of anticipated roof replacements with a summary of our options for funding the project over the upcoming years. Additional communications will be sent to all owners as information is collected and budgets are analyzed. Board members made several proposals about how to promote owner awareness about the roofing and funding issues.

Sue McGill asked if Harbor Pointe will keep a permanent record of the names of owners in place on May 1st when the new rental policy went into effect. Several suggestions about how to best handle this recordkeeping were discussed. One thought was to post the list of May 1st 2015 owners on the website so everyone could look back should the question came up in the future.

New Business:

Core 3 will collect and process income and expenses during the first two weeks of the month. To make their reporting more timely and accurate, they requested a shift of Harbor Pointe HOA Board meetings to the third Monday of the month.

Core 3 will send out notices about the annual Fourth of July Breakfast.

Motion to Adjourn:

A motion to adjourn the April meeting was made at 9:16 pm by Sue McGill, and was seconded by Mike Childers. Motion carried.

Our next HOA meeting is set for 7:00 pm, Monday, June 15, at Jonah's.

Respectfully submitted,
Anne Dickison, Secretary

	Net Income YTD	
Jan	\$	9,545.74
Feb	\$	13,028.68
March	\$	11,679.26
April	\$	15,593.48
May		
June		
July		
August		
Sept		
Oct		
Nov		
Dec		

Financial Report: As of April 30, 2015

Income & Expenses		
April Income:	\$13,777.66	Includes interest income
April Operating Expenses	\$6,833.44	
April Reserve Contribution	\$3,030.00	\$3030 Monthly Contribution
Net Income for April:	\$3,914.22	Income - (Expenses + Reserves)
Net Income YTD 2015:	\$15,593.48	

Accounts	Current Balances	
Checking Account:	\$61,353.05	\$32,171.69 Fund Balance thru 2013
		\$13,587.88 Retained Earnings 2014
		\$15,593.48 Net Income YTD 2015
		\$61,353.05 Total of above
Long-term Reserves:		
Savings	\$3,334.01	
Money Market Accounts	\$128,293.57	
CD Accounts	\$184,964.87	
		\$316,592.45 Total Reserves:
April: Total All Accounts	\$377,945.50	

2015 YTD Reserve Contributions	\$12,120.00
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Resolution

I, Anne E. Dickison, as Secretary of East Peoria Harbor Pointe Homeowners' Association, Inc., an Illinois not for profit corporation (HOA), hereby certify that at a regularly scheduled Board of Directors (Board) meeting of the HOA on May 11, 2015, at 7:00 PM, the following Resolution was passed by the Board:


“Pursuant to Article VII, Section 2, of the By-Laws of the HOA, it is hereby Resolved and the Board hereby designates and authorizes that on and after May 12, 2015, any single one of the following HOA officers and/or a duly authorized representative of its present managing entity, HV Management, LLC, doing business as Core 3 Property Management, may, on behalf of the HOA, sign checks and/or make payment transfers from its operating checking account(s), including its present account number 589-003 at CEFCU in East Peoria, Illinois:

The Board President;

The Board Treasurer; or

HV Management, LLC, of Bloomington, Illinois, doing business as Core 3 Property Management, by its authorized representative.”

Dated this 11th day of May, 2015, at East Peoria, Illinois.



Anne E. Dickison (Secretary)

