

**Arbor Creek Homeowners Association  
Board of Directors Meeting  
May 1, 2017**

**MEMBERS PRESENT** Dale Wagener, President Kim Stephens, Secretary Matt Trask  
Anthony Gattuso Jack Bils, Vice President Mike Earnest  
Dina O'Sullivan

**ABSENT** Mark McSweeney, Treasurer and Joe Costabile

**OTHER PRESENT** Bill and Linda Balco

**CALL TO ORDER**

The meeting opened at 7:06 p.m.

**GUEST COMMENTS**

Linda Balco inquired as to whether a weed application had been applied to the front grass along the berm as it is filled with dandelions. Jack Bils will verify with Sebert if they had applied the weed and feed. Bill Balco inquired as to the number of outstanding assessment fees as of today. Mark McSweeney was not present to confirm status.

**VICE PRESIDENT REPORT – Jack Bils**

There has been one rough mow for the year. There is standing water along Ridgeview Court near a sewer. Would like to investigate the cause to see if there is a blockage of that sewer. Jack Bils will contact Dave Burroughs (sp) regarding the issue.

**SUB-SURFACE DRAINAGE ISSUE – Dale Wagener, President**

There have been drainage issues along Arbor Creek Road and Wyngate with continuous standing water for some time now. Camvac cleaned all the pipes in these areas and have been paid by the association. To prevent further problems, letters need to be sent to homeowners regarding drainage issues on their property. These issues are caused by overgrown root systems from trees planted on the homeowner's properties or improper tying of sump pumps to the sub-service drainage. Further damage to the sub-surface drainage may become the responsibility of the homeowner. Three lots owners will receive letters this week.

**SECRETARY REPORT – Kim Stephens**

Minutes to be reviewed next month.

**TREASURER REPORT – Absent Mark McSweeney**

Financials to be discussed next month.

**OUTSTANDING CONCERNS**

Dina O'Sullivan: Davey Tree Service applied first treatment to the crabapple trees. This next week they will treat the spruce trees.

Matt Trask: Someone has been spotted hitting golf balls into the Main Pond. Should anyone see this person, please inform them they are not permitted to do this for many reasons. The ACHA has been working to dredge the pond and the golf balls could potentially interfere and plugged the piping. And someone is catching fish from the Main Pond and releasing in the North Pond. Both ponds are stocked with fish. This should stop as well.

We need to start the process of replacing or repairing old signage. Dina O'Sullivan will contact Terri Titus for her list of signs for replacement.

**COMMUNICATION REPORT – Matt Trask**

There was an issue with PayPal regarding assessment payments. We are not sure of the issue; homeowners should be encouraged to write checks to ACHA until resolved. Brush pickup is next week. A communication will be sent to the neighbors. Kane County Forrest Preserve has been marking the bike path. We presume it is for repair or replacement.

**BY-LAW REVIEW**

The Board will not have a By-Law review. Instead there was discussion on how to document processes long term for future Boards. Over the years, information hasn't clearly been passed on to the next Board or stored centrally for ease of transition.

After discussion, the Board will move to centralize forms and information in a digitized format through Google Drive. Matt Trask will begin the setup. The Board does need to find out the legal length of time the Board is to hold on to files and perhaps begin shredding of old paperwork.

Motioned for adjournment at 8:02 p.m.

Respectfully submitted by Kim Stephens, Secretary on June 5, 2017.