

**PHEASANT RIDGE ASSOCIATION OF NORMAL, INC.**

**P.O. BOX 1044, NORMAL, IL 61761**

**JULY 2020 BOARD MEETING MINUTES**

**Virtual via Zoom meeting, Normal, IL**

**July 7th, 2020**

**Call to Order** –

- **Time:** 6:05 pm.
- **Present:** Wendy Anderson (T), Dino Carlino (P), Ken Endrizzi (VP), Shelly Kerr (S), Dave King, Ray McCormick, and Mary Walker.
- **Absent:**

**Review & Approve Prior Meeting Minutes** – The June 2020 meeting minutes were presented by Shelly and reviewed. Dave made a motion for approval of the minutes and Wendy seconded the motion. All in attendance approved. The June 16<sup>th</sup> Special Board meeting minutes were presented by Shelly and reviewed. Ray made a motion for approval of the minutes and Ken seconded the motion. All in attendance approved.

**Treasurer's Report** – Wendy presented the June 2020 Monthly Treasurer's Report. The beginning balance for June was \$4,430.54 which included the \$2,500.00 transfer from savings. Deposits were made for \$0.16 dividend. Payments were made for \$1,250.00 to VIP Lawn Service for mowing, \$110.82 to Office Depot for dues signs, \$52.19 to Office Depot for envelopes, and \$229.15 to Host Gator for website hosting (which was slightly more than previously approved due to purchasing required additional security services). The June ending balance was \$2,788.54.

A new bill was received from VIP Lawn Service for 6/30/2020 for \$550.00 for mowing on June 8<sup>th</sup>, and 22<sup>nd</sup>. Shelly made a motion to approve the VIP bill for June for mowing and Ray seconded the motion. All in attendance approved.

A bill was received from State Farm for HOA Insurance that is due in late August. Ray suggested that we might be able to find a better rate through an insurance broker and made a motion that we table this bill until the August meeting. Ken seconded the motion. All in attendance approved. Dave made a motion for Ray to do the research on other insurance options and to provide at least one option next month. Wendy seconded the motion. All in attendance approved.

Wendy is working with Jay Reece and Michael Petersen's lawyer to remove the lien on 309 Plumage Court.

Shelly made a motion to approve the Treasurer's report and Ray seconded the motion. All in attendance approved.

**Closing Letters / Homes for Sale** – Shelly issued closing letters for the following addresses in June:

- 502 Covey Court (refinance)
- 603 Wildberry Drive
- 504 Covey Court
- 1721 Sunrise Point

Houses for sale per Dave's list:

- 306 & 603 Wildberry Drive
- 516 Wild Turkey
- 506 Covey Court

- 300 Bobwhite Way
- 1823 Setter Street
- 312 Covey Court
- 10 lots on Bobwhite Way

**Architectural Review Committee / Landscaping Report** – Nothing to report.

**Old Business** – Dino discussed the PRHA website update. PayPal verified the bank account so we can now begin receiving payments. Dino is working with PayPal on resolving functionality of the PayPal button for the website and also finishing final review items with Ken Splane on the webpage design. The website will be up and running by next week.

Dino brought attention to the topic of rescheduling both the Annual Meeting and the subdivision-wide garage sale but noted we will continue the discussion at the August meeting. Also, Dino is finalizing the newsletter to be sent with the annual assessment mailings and will go out in a few days. He is gathering additional information to include (such as the upcoming meeting with the Town – see below), and also thinks we will get a better response in annual assessment payments due to the shorter than normal timeframe before the payments are due (based on previous feedback from residents who were late in payments saying they forgot to pay because of the notice being sent so early).

**New Business** – Dino talked to Mercy Davison (Town Planner) about the public hearing coming up on July 9<sup>th</sup> at 5:00 pm regarding the proposed reapproval of the preliminary subdivision plan for Pheasant Ridge (specifically in regards to the development of the current farmland in the north east side of the subdivision that would connect Bobwhite Way). The time frame to develop has expired and requires a new approval. Dino and Ray will attend the virtual meeting as Board representation and will discuss the outcome at the August meeting.

Dino presented the appointing of a new Treasurer due to Wendy's resignation from the Board after this meeting. Wendy made a motion to appoint Ray as treasurer and Dave seconded the motion. All in attendance approved. Dino will coordinate the transfer of Treasurer responsibilities from Wendy to Ray in the upcoming week (credit union signature cards, PRHA online records, etc.)

Additionally, there is now a vacancy due to Wendy leaving the Board. Per/our Bylaws, the Board can appoint someone to fill an unexpired term between Annual Meetings. Ken nominated Gary Ferguson to be appointed as a general board member. Ray made a motion that Gary be appointed as a general board member and Mary seconded it. All in attendance approved.

**Adjourn** – Ray made a motion to adjourn the meeting and Wendy seconded the motion. The motion to adjourn was approved. Dino adjourned the meeting at 7:15 pm.

**The next board meeting will be held online virtually via Zoom (due to the continued COVID-19 situation restrictions) on 8/4/2020 at 6:00 pm.**