

**PHEASANT RIDGE ASSOCIATION OF NORMAL, INC.**  
**P.O. BOX 1044, NORMAL, IL 61761**  
**FEBRUARY 2021 BOARD MEETING MINUTES**  
**Virtual via Zoom meeting, Normal, IL**  
**February 8th, 2021**

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**Call to Order** –

- **Time:** 6:01 pm.
- **Present:** Dino Carlino (P), Shelly Kerr (S), Ray McCormick (T), & Justin Wolf.
- **Absent:** Gary Ferguson, Dave King (VP), and Mary Walker.

**Review & Approve Prior Meeting Minutes** – The December 2020 meeting minutes were presented by Shelly and reviewed. Ray made a motion for approval of the minutes and Justin seconded the motion. All in attendance approved.

**Treasurer's Report** – Ray presented the December 2020 Monthly Treasurer's Report as no meeting was scheduled for January 2021. The beginning balance for December was \$12,307.08. Deposits were made for \$0.18 dividend. Payments were made for \$148.00 to USPS for the annual PO box renewal fee. The December ending balance was \$12,159.26.

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

Ray then presented the January 2021 Monthly Treasurer's Report. The beginning balance for January was \$12,159.26. Deposits were made for \$0.18 dividend. No payments were made. The January ending balance was \$12,159.44.

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

The new Spring-Green contract and 2021 bill for fertilizing the berms has still not been received. Earlier today, Dino resent the email he had previously sent to Spring-Green on November 24, 2020 about the contract and 7% prepay discount. He will follow-up with them this week. Ray will make the payment once the bill is received as it has already been approved in the December 2020 meeting.

Ray has researched and documented all the activity on the current liens filled with our attorney for 1707 Setter Street, 1826 Chuck Murray Drive, and 519 Wild Turkey Lane. Information has been discussed and documented in our records for future reference and action.

Ray shared the updated 2020-2021 budget showing the new amounts for VIP Lawn Service and Spring-Green for the Spring/Summer lawncare season. He asked what category the USPS Box renewal fee should be assigned to. Dino suggested Administration/General. Ray will move the \$148 budget and payment for that fee from the Postage category (used for mailings) and put it in the Administration/General category. He will present the updated budget at the March 2021 meeting.

Ray received bill from Mueller, Reece & Hinch, LLC for the remainder of our 2020 attorney expenses. Dino communicated with Jay Reece by email regarding the October 12, 2020 charge for \$192.00 for reviewing and responding to "multiple emails" regarding yard signs (email with specific details was reviewed). We discussed in the December 2020 meeting about the charge seeming to be very high and was decided that Dino would contact the attorney to negotiate for a lower charge. Based on the attorney's response which left it to the

Board's discretion on what we thought was the right fee for this disputed service, we agreed to reduce the amount we will pay for that October 12<sup>th</sup> charge from \$192.00 down to \$96.00. The other charges were \$128.00 for August 7, 2020 for discussion of current liens and \$64.00 for August 10, 2020 for discussion with Chicago Title Company on viability of HOA liens.

Ray made a motion to approve the new total payment for \$288.00 (\$128 + \$64 + \$96 reduced fee) to Mueller, Reece and Hinch, LLC. Justin seconded the motion. All in attendance approved. Ray will make the payment electronically tomorrow and Dino will respond to the email from Jay Reece to let him know our decision and that payment will be mailed tomorrow.

**Closing Letters / Homes for Sale** – Shelly issued closing letters for the following addresses in December 2020:

- 301 Bobwhite Way
- 307 Bobwhite Way
- 311 Thicket Point - refinance

Shelly issued closing letters for the following addresses in January 2021:

- 1711 Setter Street
- 1725 Beech Street - refinance
- 308 Labrador Lane - refinance

Houses for sale per Dave's list (per the covenants – houses must have 1400 sq ft above ground):

- No report for this month

**Architectural Review Committee / Landscaping Report** –

General landscaping plan – Ray made a motion to table the general landscaping plan discussion until the March 2021 meeting. Shelly seconded the motion. All in attendance approved.

An Architectural Review Form for a shed by Melissa Vernon at 1819 Setter Street. Dino, Dave, and Ray noticed that required information was missing from the request. Ray has been communicating with Melissa Vernon about her shed request but information is still missing. Dino requested that Ray coordinate with Dave and reach out to her for clarification on the size, materials, and placement of the shed with needed documents so they can finalize her request.

**Old Business** – Shelly did not get the postcards sent out in December 2020 to notify residents that there would not be a 2020 Annual Meeting due to the ongoing COVID-19 situation. The Board discussed whether to send them at this time as the information has already been posted on our website and NextDoor (postcard notification was to be a third redundant notification). It was decided to not send the postcards out since we will be mailing the annual newsletter in a few months that will include information about the 2021 Annual Meeting.

Dino will work with Shelly to finalize the wording for our welcome letter. Once finalized, it will also be posted on our website for reference.

**New Business** – Shelly will not be able to attend the March 2021 meeting. Justin will take meeting minutes in her absence. Dino will work with Justin to finalize the meeting minutes at that time.

Ray will confirm our 2021 Annual Meeting reservation with Heartland Church for June 29<sup>th</sup> at 7:00pm. We should be getting the back room as we have had in the past. Ray will also confirm when they require payment.

Justin mentioned that a plat plan picture of the expansion for the final subdivision development covering Bobwhite Way, Silver Drive, and Wild Turkey Lane is now showing on Zillow. Based on the meeting with the Town of Normal that Dino and Ray attended this past summer, there will be some duplex lots being changed to single-family lots, so the exact total number of new lots for this area is currently unknown. Ray will contact Tentac to get an updated plat map for their planned development.

**Adjourn** – Ray made a motion to adjourn the meeting and Justin seconded the motion. All in attendance approved. Dino adjourned the meeting at 7:24 pm.

**The next board meeting will be held online virtually via Zoom (due to the continued COVID-19 situation restrictions) on 3/8/2021 at 6:00 pm.**