



Minutes from Linden Tree Lane HOA Board Meeting July 10th, 2024

1. **Attendees:** Board Members (excluding Vicki) Grace C., Soo K, Jon S., Steve L, Barbara S, Dave L,
2. **The minutes** from the last board meeting were approved unanimously.
3. **Treasurer's Report** Ken did not attend but sent document show that on track with 2024 budget.
4. **Landscaping Update** Bernie provided an update on the landscape and snow removal services, noting that the current provider Yellowstone (which now owns Moore) had expanded its services and resources, which could be beneficial. He was also researching alternative providers but was leaning towards continuing with Yellowstone for the time being.

The bushes around the garages were pruned aggressively as overgrowth had been encroaching on the sidewalks. Bernie assured group that they will grow back healthy.
5. **Homeowner-related Maintenance** by Victoria (Vickie): 4254 leaks will be fixed this week.
6. **Community Maintenance** Shari Friedman provided an update on the completed power washing and the upcoming roof replacement work on the remaining half of a building.
7. **Deep Well Repair:** Fatima explained that the deep well had stopped functioning, requiring the use of a shallow well while the deep well was being repaired. She detailed the \$74,000 (exact amount being confirmed) repair work that had been done. The group discussed whether to use reserve funds or do a special assessment to cover the costs. The final decision will be taken once final costs are in, and in accordance with HOA bi-laws.
8. **Website** Update: None
9. **EPA Update**

10. **Update from City Water Project** Steve L. presented an update on the exploration of connecting the community to Lake Michigan water through the Village of Glenview. He discussed the process, potential costs, and tax implications of annexation, as well as the need to educate homeowners and obtain their approval before moving forward.
11. **Lighting** Sayyid provided an update on the lighting work, including replacing the pillar lights, repairing ground lights, and replacing porch light bulbs. He noted that the fixtures had been in poor condition and required significant maintenance.
12. **New business:** none
13. **Next meeting:** Scheduled for August 5th at 7:30pm

14. **Attendance:** Board members: Bernie, Shari, Fatima, Vickie, Dave; Sayyid Q (Lighting committee), Dennis W. (4281)
15. **Approval of minutes** from the previous meeting.
16. **Financial** Deferred to next month due to Ken's absence.
17. **Landscape** Bernie introduced himself as the new member responsible for landscaping.
18. **Maintenance** Vickie reported a quiet period for maintenance. Shari highlighted upcoming maintenance tasks including gutter cleaning on the south side (with the north side completed in 2023), and power washing of sidewalks. A review of the budget, including lighting, is underway.
19. **Lighting** Several lighting issues were discussed, including the need for repairs to at least two pairs of tree lights, several in-ground lights (including fixtures), and 81 sockets that are either filled with water or shorted. Collaboration with an electrician for a proposal is in progress.
20. **City Water Project with Jim L.:** A discussion on the second quote for the city water project (221k vs. 275k) and a detailed comparison of pre vs. post incorporation costs. Awaiting a presentation from Jim L. at the next meeting.
21. **New business**
Extra Parking: Dave motioned to introduce an official extra parking system:
 - Five (5) special parking tags (red) for distinguished parking outside, differing from standard green guest tags.
 - Fee of \$60 per month (similar to Glenview Ice Center). A three-month term system was proposed to minimize administrative tasks, meaning the total fee is \$180. The Secretary will manage tags distribution and parking list. Ken W. (our treasurer) will collect payment at the beginning of the 3-month period.
 - Following the 3-month period, participant wish to continue will go back to the end of the waitlist, if there are more than 5 desired participants. In the beginning following the announcement, if there are more than 5 homeowners in need of the special parking tag, we will have a lottery system to pick the first 5 and the wait list order.
 - Vote: The parking proposal was passed by majority of board members.
 - Note: With this, we will be less lenient with cars parking on the street overnight without a parking tag, or with one green guest tag that park for long period of time. Homeowners with a third car should and will need to make alternative arrangements.
22. **Homeowner comments** None.
23. **The next meeting** was scheduled for April 1st at 7:30pm.

Minutes from Linden Tree Lane HOA Board Meeting December 11th, 2023

1. **Attendance:** Board members: Dave, Shari, George, Bob; Ken Walter, Sayyid Q.
2. **Minutes** from November meeting approved.
3. **Homeowner comment:** None.
4. **Financial** from Ken: Nov/Dec look good. We have \$4800 placeholder for snow removal. \$56,637 was taken from reserves for replacement of roof for 4 units on south side. We expect to have about \$263k in reserves at the end of 2023. We estimate that we will add about \$120k to reserves in 2024. We are still getting estimates for a pump house repair which will be paid from the operating account.
5. **Landscaping** (Rob): Completed for the year. The season runs April to November. Snow removal is next. We believe we have another year on the landscape contract.
6. **Website** (Dave): Violation Form wording has been finalized; waiting on physical form from HOA attorney to distribute to HOs. To be effective as of January 1.
7. **Maintenance** (Shari): Roof on 1/2 of an 8 unit building on the south side replaced last month. Paid for out of reserves. Gutter cleaning completed. Maintenance projects completed for 2023. Obtaining bids for pump house issue.
8. **Lighting** (Sayyid Q. and David B.): Replacement of front lights with LED. Front ground lights to be replaced as needed. Porch light inventory to be replenished.
9. **Reserve Study / City Water project:** no update.
10. **Annual meeting:** Annual Meeting Agenda discussed. To implement running log of key Board decisions and expenditures for easy reference.

Minutes from Linden Tree Lane HOA Board Meeting October 6th, 2023

1. **Attendance:** Board members: Carol, George, Shari, Dave; Ken Walter, Jim L., Carol B.
2. **Minutes** from September meeting approved.
3. **Homeowner comment:** None.

4. **Financial:** Ken went over the overview of 2023 finance, draft for 2024 budget. Suggestion of monthly assessment increase from \$540 to \$600, due to 2024 expense going up extensively. Reserve of \$313,000 at End of 2023.
5. Landscaping (Rob), website (Dave, George), Lighting (David B., Sayyid Q.): No update.
6. **Maintenance:** Shari summarized the works done. Relatively quiet. Downspouts extension work on 20 units. Additional concrete work will commence in October for deteriorated areas and walkways. Exterior wall painting is being researched. November is gutter cleaning.
7. **City Water project:** Jim L. went over his research results. Cost estimated at \$78k for connection, \$60k well capping, \$1.2k plat survey, with 1 more unknown engineering item. Requires incorporation into village of Glenview, aka. approx. 5% impact on property tax. As of 10/2023, total est. of project \$155k-180k, or \$2.4k-2.7k per home. Current monthly cost of pumphouse is about \$39/month or \$478/year, comes to approximately the same monthly cost as city water. Save on pump house maintenance expensive bills.
8. **Other business:**
 - a. George motioned to implement a fine system for section 6.3 of our covenants. This will be the remedies for section 6.4 regarding rules and restriction violations. Shari seconded and it's approved by board. More details will be communicated soon.
 - b. Our board president, Carol, is moving (tentatively November) so George (currently VP) will be acting President until their terms are up in 2024.
9. **Next meeting:** Monday November 13rd, 7:30pm via Zoom.



Minutes from Linden Tree Lane HOA Board Meeting July 27th, 2023

4. **Attendance:** Board members except Dave Lai, Ken Walter, Sayyid, Jon Siegel, Steve Leighton, Jim Liddle.
5. **Minutes** from June meeting approved.
6. **Homeowner comment:** Steve brought up issue with EPA water report failed to deliver in 2022. Board will reach out to Murney (our water/pump house contractor).
7. **Financial:** Ken presented the financial report for June: good shape, spent less than budget
8. **Landscaping:** Rob gave updates: Rob—38 Rhododendrons and ivy planted---they are also planting boxwoods. Some trees and branches because of the storm must be taken down then more bushes and groundcover will be planted. Junipers getting pretty badly need to be replaced. Will plan some yukes and ivy.
9. **Maintenance:** Shari's updates: not too much: some roof repairs and some road repairs filling cracks. In the Fall we will surface and clean gutters. Completed some garage trim repairs and fence repairs.
10. **Lighting:** Sayyid and David: garage lights at 100%. Tree lights in ground (5) are filled with water. Porch lights (25) not on at 8:30 pm—we will put something in the doors of those lights that don't work. Lights on fountain base out. Moore will take care of it.
11. **Reserve study:** Jim followed up with Dick Milleger from Municipal Well and Pump and asked for update on Capital list re: replacing parts. We are waiting for update. Next step: ask for a proposal re: shut down / seek bids to connect to Lake Michigan water / what do we then do with pumphouse / someone was going to do an estimate on how much we would save by shutting down the water what would be savings for HOA fees and new expenses—we need to seek bids. Ken will work up expenses related to pump house, but he needs costs from Glenview. \$1650/month plus cost of water.
12. **Next meeting:** Thursday September 7th 7:30pm via Zoom.



Minutes from Linden Tree Lane HOA Annual Board Meeting January 19th, 2023

13. **Attendance:** Board members (except Bob), Ken Walter, Dawn from Moore's Landscaping, Jon Siegel 4296, Steve Leighton, Grace Cruzats & Lester 4282, Austeja Stanislaus, Soo Kang, Dennis Webster, Carol & David Blake, Fatima S, Jim Liddle
14. **Minutes** from December meeting approved.
15. **Landscaping:** Dawn gave updates about landscaping: Year-end summary. Dead boxwoods and trees clean ups planned for 2023.
16. **Maintenance:** Shari's updates for maintenance: Big project finished in 2022: concrete repair, downspouts, occasional fence repairs. 2023: addressing issues with concrete cracks, south side fence, garage trim maintenance (most overhang issues fixed), discussion for unit's exterior paints; Lindholms looking at roofs for initial discussion.
17. **Financial:** Ken went over the 2023 budget. **Reminder about special assessment of \$320 due March 1st.** This is for pump house emergency electrical repair and related road pavement.
18. **Board member elected:** Bob McNeil got elected board member with 2-year term (2023 & 2024). Thank you to all who participated.
19. **Some helpful reminders** for new homeowners (and current ones alike)
 - a. Parking policy will be enforced: 2 inch of snow, back street, over night parking. Please review policy on website.
 - b. Trash & Recycling pick up date is on Wednesday. Push back one day (Thursday) if there's a holiday on any day from Monday to Wednesday.
 - c. Please pick up after your dog.
 - d. Please be mindful of noise and common areas.

20. **Next meeting:** Monday February 27th, 7:30pm via Zoom.



Minutes from Linden Tree Lane HOA Annual Board Meeting December 1st, 2022

21. Minutes from meeting of November 2, 2022 approved.
22. **Financial:** Treasurers Report reviewed. We discussed possible need for Special Assessment unless our insurance claim (for transformer issue) is approved.
23. **Landscaping:** Final cleanup of landscape finished for year.
24. **Maintenance:** Routine repairs were made. We are up to date with projects.
25. **Notice to Homeowners:**
 - a. Parking policy will be enforced.
 - b. There was a burglary in one of our homes. Residents should be vigilant and report any suspicious activity to police.
26. **Website.** Privacy issues were discussed. Jon Siegal (new resident on the Lane) offered to work with George to review website and implement additional privacy safeguards. Dave, our resident expert, offered his services (post-meeting).
27. **There is one (1) opening to be filled on the HOA Board.** Applications will be sent out in December. Anyone interested in serving the community should submit their Application for Candidacy by January 2nd. All applications should be

submitted to Ken Walter at walterken@gmail.com We strongly encourage residents to participate in the process.

28. **Reserve Study Update.** Jim Little contacted the Village regarding the possibility of accessing Lake Michigan water supply. Additional information will be reported as known.
29. The **Annual Meeting** is scheduled for January 19, 2023 at 7:00 pm via Zoom.



Minutes from Linden Tree Lane HOA Annual Board Meeting November 2nd, 2022

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Dave and Ken Walter.
 - b. Residents: Judy & Steve Leighton.
2. **Previous meeting minutes:** Board approved minutes from September meeting.
3. **Treasurer report:** Ken presented the treasury report. Reminder about \$540 new HOA monthly assessments starts in 1/1/2023, a 14.4% increase from 2022. More traction gained in building reserves. Budget for 2023 is approved
4. **Landscape report:** Final cleaning up before winter is being done.
5. **Maintenance report:** More fence and roof repair are being done. Gutter cleaning coming soon 11/9-11/11.
6. **New business:**
 - Pumphouse emergency electrical repair, road re-paving afterwards. Board will review funding for this again in December meeting, payment schedule for this as a special assessment in multiple payments for spring 2023.

- Illinois Towing Service will tow cars automatically when there is 2 inches of snow
7. **Next meeting is on: December 1st, 7:30pm via Zoom.**
 8. **Annual meeting: Thursday January 19th, 7pm zoom. Additional info to come**



Minutes from Linden Tree Lane HOA Annual Board Meeting September 21st, 2022

9. **Attendance:**

- a. Board members: Carol, Shari, George, Bob and Ken Walter.

10. **Previous meeting minutes:** Board approved minutes from August meeting.

11. **Sales update:** Unit 4282 and 4296 have sold.

12. **Treasurer report:** Ken presented the treasury report for Year to Date (YTD). Insurance rate has gone up, our insurance company is taking bids. Landscape work expenses are up. As costs are rising, we will need to raise the HOA fee to \$540 a month to keep up the reserves. Hopefully 2023-2024 won't see any increases.

13. **Landscape report:** Bob provided a map showing trees needing removal. 3 trees on south side will be removed due to safety concerns. Others that need removal will wait until next year. Three irrigation zones were reported not working properly, they will be inspected.

14. **Maintenance report:** Shari reported that routine roof and fence repairs completed. Concrete repair has finished this year. More repairs will be addressed next year. Some garage overhangs need repair work, so are some areas of asphalt.

15. **Website report:** George reported that everything is ok with the website.

16. **Lighting:** Some lights for the trees in front appear to be out, will be replaced.

17. **New business:**

- There was a discussion of snow towing and parking issues, the board will meet on 10/10 to discuss issues in length. Steve Leighton provided a review of our towing service situation and the Board tentatively agreed that there will be automatic towing according to snow regulations.

18. **Next meeting is on: November 2nd, 7:30pm via Zoom.**



Minutes from Linden Tree Lane HOA Annual Board Meeting August 15th, 2022

19. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Homeowners: Dennis Webster 4281, Marija Nikolic 4246.

20. **Previous meeting minutes:** Board approved minutes from June meeting.
21. **Homeowners:** questions and answers.

22. **Treasurer report:** Ken presented the treasury report for Year to Date (YTD). Board discussed the current trajectory for reserve building.

23. **Landscape report:** Bob went over landscape report. Fountain switchboard replaced. Soil patches between garage are not for homeowners planting. Will use some budget next year to plant hostas. Moore's is working on the next 3 to 5 year plan for plants and trees.

24. **Maintenance report:** Shari summarized the upcoming maintenance projects for our homes. Various repairs from fences and roofs. Planning to repaint garage trims and trim sagging is underway.

25. **Website report:** George reported that everything is ok with the website.

26. **Lighting:** Everything ok.

27. **New business:**
 - Common area rules reminder.

- Please comply with driving speed limit in our street, there are children playing around

28. **Next meeting is on: September 21st, Wednesday, 7:30pm via Zoom.**



Minutes from Linden Tree Lane HOA Annual Board Meeting May 23rd, 2022

29. **Attendance:**

- a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
- b. Homeowners: Dennis Webster, Ujjwal Rastogi.

30. **Previous meeting minutes:** Board approved minutes from March meeting.

31. **Treasurer report:** Ken presented the treasury report for May 2022. Snow removal went above budget by \$5,545 and would require a special assessment of \$85 per household.

32. **Landscape report:** Bob went over landscape report.

33. **Maintenance report:** Shari summarized the upcoming maintenance projects for our homes.

34. **Website report:** George reported that everything is ok with the website.

35. **New business:**

- Gas leak warning: check your gas pipes near gas meter for leaks and corrosion
- Carpenter bees: identify and solution: <https://entomology.ca.uky.edu/ef611>

36. **Next meeting is on: June 27th, 7:30pm via Zoom.**



Minutes from Linden Tree Lane HOA
Annual Board Meeting March 31st, 2022

37. Attendance:

- a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
- b. Homeowners: Steve & Judith Leighton, Dennis Webster, Jina Cho.

38. Previous meeting minutes: Board approved minutes from February meeting.

39. Treasurer report: Ken presented the treasury report for March 2022.

40. Landscape report: Bob went over landscape report, minimal activity, preparing for Spring.

41. Maintenance report: Shari summarized the upcoming maintenance projects for our homes. Down-spouts replacement finishing up for all the homes.

42. Website report: George reported that everything is ok with the website. He added a page about floor plans (missing some unit types but will finish soon)

43. Next meeting is on: May 11, 7:30pm via Zoom.



Minutes from Linden Tree Lane HOA Annual Board Meeting February 23rd, 2022

44. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Homeowners: Steve & Judith Leighton, James Liddle.
45. **Previous meeting minutes:** Board approved minutes from the annual meeting.
46. **Treasurer report:** Ken presented the treasury report for Jan 2022.
47. **Landscape report:** Bob went over landscape report, nothing unusual in the winter.
48. **Maintenance report:** Shari summarized the upcoming maintenance projects for our homes.
49. **Website report:** George reported that everything is ok with the website.
50. **Committee:** The Reserve Committee had several meetings (James Liddle, David Blake, Steve Leighton, Mike Millhouse) to go over various routes and approaches about our reserve situation and upcoming big maintenance spending. James, on behalf of the Committee, presented the different options and advise the board to focus on using special assessments for variable, unexpected expense, while building and saving up on the reserve for Capital expenses. The board and everyone would like to thank the members of the Committee for their time and effort to identify and help out with the Reserve study and research.
51. **Next meeting is on: March 31, 7:30pm via Zoom.**



Minutes from Linden Tree Lane HOA Annual Board Meeting January 13th, 2022

52. Attendance:

- a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
- b. 12 homeowners & Dawn Rummel from Moore's.

53. Previous meeting minutes: Board approved minutes from December meeting

54. Landscape report: Bob went over 2021 landscape report

- a. Purchased 287 boxwoods. Find cause by fungus and winter burn. 2nd count 2 months later, needs 250 additional boxwoods. Multiple precautions have taken place.

55. Maintenance report: Shari summarized the maintenance projects for our homes

- a. Continuation of downspouts replacements, garage overhang rotting replacement and paint. Will finish in 2022.
- b. Gutter cleaning in late fall (annual).
- c. Various repair of fence (due to high winds), sink hole, roofs and homeowner fence, pump house equipment.
- d. 2022: cement work on walkways, paint touch up near roof line.

56. Treasurer report: Ken presented the financial report for the year 2021.

- a. 2021 over budget by 39.8k.
- b. Budget for 2022 presented with itemized breakdown.

57. Committee: David Blake was present and appointed as temporary lead of the committee (for Reserve Study). Any volunteers are welcome and encouraged to join the committee!

58. Website report: Everything Ok (George)

59. Board member elections: There were 5 candidates, 16 homeowners voting, and 4 were elected to be the 4 board members with a 2-year term: Carol, Shari, George, and Dave. The board is discussing the option of creating a committee (similar to the Lighting committee) to help with Maintenance, due to the increasing workload of maintenance issues. More updates to come.

60. Next meeting is on: Fe

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Minutes from Linden Tree Lane HOA Annual Board Meeting June 14th, 2021

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Home owners: Steve, Dennis, David Curtis, Sherry LeRoy
2. **Homeowners' comments/questions were taken and answered**
3. **Previous meeting minutes:** Board approved minutes from May 10th meeting
4. **Treasurer report:** Ken presented the financial report for May.
 - a. Special assessment due date is July 1st
 - b. If not paid on a timely basis they will be referred to our attorney for collections and homeowner will be responsible for legal fees.
5. **Landscape report:** Bob went over landscape report.
 - a. Additional 244 boxwood are affected by the blight and fungi and need to be replaced. The special assessment could not cover and a portion of landscaping budget for next year will be used.
 - b. Replacement for the boxwood is being rolled out but will continue to take place until next year so please be patient
 - c. Preventative measures are being discussed and implemented to prevent this going into the Fall and next year.
6. **Maintenance report:** Shari gave update about maintenance.
7. **Website report:** George updated about website status.
8. **Lighting report:** John updated about lighting status: everything ok.
9. **New business:**
 - a. The board is conducting a reserve study to ensure we have a good operating budget and health reserve fund. We will send out more updates when there are new developments.

- b. Next meeting



Minutes from Linden Tree Lane HOA Annual Board Meeting May 10th, 2021

10. Attendance:

- a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
- b. Home owners: Steve, Huifeng, Kang Soo, Dennis

11. Homeowners' comments/questions were taken and answered

12. Previous meeting minutes: Board approved minutes from March 29 meeting

13. Treasurer report: Ken presented the financial report for February.

14. Landscape report: Bob went over landscape report.

- a. Replacement of shrubs tentative in June

15. Maintenance report: Shari gave update about maintenance.

16. Website report: George updated about website status.

17. Lighting report: John updated about lighting status: everything ok.

- a. **Note:** If your front porch bulb went out, do not change it yourself. Let the board know, because we use smart bulbs that turn on and off on a schedule to sync with the whole street.

18. New business:

- a. Air Conditioner Unit Replacement: If you're repairing and replacing your HVAC system, or the outside condenser unit: For the unit placed outside (the condenser part), please install the new one on the same location, and it should fit on the current platform.
- b. Reminder about \$650 special assessment: Due date is July 1st.

19. Next meeting is on:

- a. June 14th 7:30pm via Zoom.
- b. August 16 tentatively



Minutes from Linden Tree Lane HOA Board Meeting April 1st, 2020

1. **Attendance:** board members: Carol, Shari, George, Bob, Dave; and Ken Walter; Lana Razumov 4285, Melodie Luk 4266, Steve Leighton 4263.
2. **Ken presented treasurer report.**
3. **Landscape:** Moore is still operational. Planting for spring has been underway. See Moore's email attached.
4. **Lighting, website maintenance:** Normal, no update.
5. **Maintenance:**
 - a. **Mudjacking of the driveway is scheduled for April 15/16.** Cars parking on our streets should be moved temporarily. Will notify again once it's close to that date or if the date is moved.
 - b. Pump house is rekeyed and given 1 key per board member.
 - c. Due to coronavirus, these 2 projects timeline are tbd: outside faucets replacement, power washing front porch and fence
 - d. Just FYI each house has an outside water shutoff valve, which is painted blue and in front of the property.
6. **New business:**
 - a. We are reaching out to homeowners who are likely to live alone, to see if they need help during this difficult time. We will try to check in with them on a regular basis on their well-beings.
 - b. We will organize a block party once the pandemic is over. Stay tuned for details. Any ideas are welcomed.
 - c. Please fill out the attached survey regarding Cross-Connection Control Backflow and returns to us within 10 days.
7. Our next meeting is scheduled on May 13th, location TBD.



Minutes from Linden Tree Lane HOA Board Meeting February 22, 2020

8. **Attendance:** board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
9. The board went over each board member's responsibility.
10. **Treasurer report:** Able to put in \$28K into the Reserve in 2019.
11. **Landscape, lighting, website maintenance:** Everything is normal
12. **Maintenance:**
 - a. 2 projects coming this summer: outside faucets replacement, power washing front porch and fence
 - b. Inspection of patio fence to replace as needed, inspection of down spout (when the weather gets warmer).
13. **Issues:**
 - a. **As a friendly reminder, please pick up after your dogs. There are people noticing dog poo left on the back area behind the garages.**
 - b. **Also, please do not dump dirt and dead plants there either. Those go to the dumpster/trash bin.**
14. Our next meeting is scheduled on April 1st, at Shari's house 4245. I will send out an update for any changes or agendas.



Minutes from Linden Tree Lane Homeowner's Association Board of Director's Meeting May 13, 2020

Present at the Board of Director's Meeting held via Zoom on May 13, 2020 were the following: Carol Di Giacomo, Ken Walter, Bob McNeil, Shari Friedman, George Thompson and Sherry Leroy

1. Approval of Minutes from April Meeting:

The Board approved the Minutes from April 2020 meeting.

2. **Treasurer's Report**—Ken Walter reviewed the monthly spread sheet. As a result of extensive maintenance charges for the community water system (valves repairs per EPA requirement), we were over budget in April.

3. **Landscape Update**—Bob McNeil advised that we have multiple dead trees (due to disease) and 30 Boxwood that are gone. They will be removed and replaced over time. We are also planning to fill in some of the groundcover that is sparse with English Ivy.

4. **Maintenance Update**----Shari gave an update regarding current maintenance issues specifically including, downspout project and faucet repair. Both are projects that will occur over several years.

5. **Website Update**—Up to date

6. **Lighting Committee.** —The HOA will be providing all homeowners with an LED Photo-eye bulb for the front porch. It will provide for uniformity in lighting and should last a long time. The new bulbs will require that the electric must be turned on for the front door light; and, if there is a timer, the timer must be turned off. We will remind all at the time the bulbs are distributed.

7. Next Meetings:

June 24, 2020 at 7:00 pm on Zoom (unless notified otherwise). A link will be sent for anyone that would like to participate



Minutes from Linden Tree Lane HOA Board Meeting June 24, 2020

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Home owners: Lana 4285, Dennis 4281
2. **Previous meeting minutes:** Board approved minutes from May 13
3. **Homeowner's comments:**
 - a. Lana is following up with the city for setting up a sidewalk light towards Winkelman School
4. **Treasurer report**
5. **Landscape report:**
 - a. Rob addressed 4 homeowners' comments/issues regarding landscape
 - b. Board realized the importance and urgency of trimming the Linden Trees, for dead or weak branches, overgrown branches that could pose a threat to safety, or near windows, etc.... Shifting budget for replacing the outside faucets to trimming.
6. **Maintenance report:**
 - a. Outside faucet replacement project is pushed back to next year.
7. **Lighting report:**
 - a. Next 2 weeks, front porch light bulbs will be replaced by HOA to maintain uniformity and ensure everyone's porch light is ON and OFF at the same time. Simple instructions for homeowners attached in this email
8. **Next meeting:** August 5th, 7pm via Zoom.
9. **Issues:**
 - a. **As a friendly reminder (again!), please pick up after your dogs.**
 - b. **Speed limit: Now that it's summer time, more and more homeowners with kids and dogs are walking and enjoying the street outside. Please drive slowly and watch out for any walkers.**



Minutes from Linden Tree Lane HOA Board Meeting August 5th, 2020

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Home owners: Debbie 4284, Steve 4263, John & Sherry 4211
2. **Previous meeting minutes:** Board approved minutes from June 24th
3. **Homeowner's comments:**
 - a. Took home owners' comments from Sherry and Steve.
4. **Treasurer report:** Ken presented the financial report for June and July.
5. **Landscape report:**
 - a. Most planting and tree replacements are done. The new linden trees are replaced.
 - b. Tree trimming is scheduled for the first 2 weeks of September.
6. **Maintenance report:**
 - a. Down sprout replacement projects, some units are scheduled in September and will be contacted by the Board.
7. **Website report:** Everything Ok
8. **Lighting report:**
 - a. John updated progress on front porch bulb replacement. On-going fixes with units that have dimmed bulbs caused by old timer. Some units not having switch ON.
9. **Next meeting:** September 23, 7pm via Zoom. Tentative: October 21 and Dec 2nd.
10. **Issues:**
 - a. Common area being used for personal use and storage: garbage cans, kid toys, large vehicle toys, large planters outside of patios, personal permanent plantings, construction debris, thrown-away furniture and appliances out early before collection day, delivered packages not collected.
 - b. Parking violations: vehicles left unattended on fire lane, no parking zone; vehicles parked on street overnight without hang tag.



Minutes from Linden Tree Lane HOA Board Meeting October 21st, 2020

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Home owners: Jim 4254, Mary Jo Curtis 4220
2. **Previous meeting minutes:** Board approved minutes from September 23 meeting
3. **Treasurer report:**
 - a. Ken presented the financial report for 2020.
 - b. Ken and the board reviewed and approved the proposed budget for 2021.
 - c. Assessment stays the same at \$365/month.
4. **Landscape report:** Bob went over landscape report.
5. **Maintenance report:**
 - a. Shari summarized maintenance issues in 2020.
 - b. We have gutter cleaning coming up in November. Notification email will be sent out when the repair is near.
6. **Website report:** Everything Ok (George)
7. **Next meeting:** December 2nd 7:30pm via Zoom.
8. **Annual meeting for 2021: January 14, 7pm via Zoom.**



Minutes from Linden Tree Lane HOA Board Meeting December 2nd, 2020

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Home owners: Dennis Webster, Steve Leighton
2. **Previous meeting minutes:** Board approved minutes from October 27 meeting
3. **Board discussed homeowners' questions and feedbacks.**
4. **Treasurer report:**
 - a. Ken presented the financial report for November/December 2020.
 - b. 4 home sales this year, currently no house listing on the market
5. **Landscape report:** Rob went over landscape report.
6. **Maintenance report:** No major outstanding maintenance issues (Shari).
7. **Website report:** Everything Ok (George)
8. **Issues:** Dog's waste not removed in grass area near pump house. This is a violation of Cook County Ordinance, Sec. 10.8 (r), can be fined up to \$500, and all in all, an irresponsible and disgusting behavior. If you see something, let us know!
9. **Next meeting is annual meeting: January 14, 7pm via Zoom.**
10. **Tentative meetings for 2021:** 2/15, 3/17 at 7:30pm.



Minutes from Linden Tree Lane HOA
Annual Board Meeting January 14th, 2021

61. **Attendance:**
- Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - 10 home owners.
62. **Previous meeting minutes:** Board approved minutes from December 2nd meeting
63. **Treasurer report:**
- Ken presented the financial report for the year 2020.
 - \$155k in reserves, positive cashflow every year.
 - No change in HOA monthly assessment fees.
64. **Landscape report:** Bob went over landscape report.
- Pruning of linden trees
 - For snow removal: The use of sand is now replaced by organic salt, pet and shrubs friendly
65. **Maintenance report:** Shari summarized the maintenance projects for our homes
- Downspout replacement project continue (est. 1.5-year until completion). Replaced 16 units' in 2020
 - Power washing sidewalks and patio fences; concrete walls and front window ledges (to be continued in 2021)
 - In 2021: Painting touch up & repair on garage trims, additional mud jacking, looking at plan to start replacing roofs (reaching 20-year-old age)
66. **Website report:** Everything Ok (George)
67. **Bob got appointed as the board member in charge of landscaping.** He got 12 votes from zoom participants and 2 proxy votes. Congratulations Bob!!! And thank you for doing a great job with our landscapes.
68. **Next meeting is annual meeting: February 15, 7:30pm via Zoom.**



Minutes from Linden Tree Lane HOA
Annual Board Meeting February 8th, 2021

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
2. **Previous meeting minutes:** Board approved minutes from January meeting
3. **Treasurer report:** Ken presented the financial report for January
4. **Landscape report:** Bob went over landscape report.
 - a. **Linden Tree Lane received a GOLD award in the ILCA (Illinois Landscape Contractor Association), with Moore's Landscaping. The category is Commercial Maintenance Category!!**
5. **Maintenance report:** Shari gave update about maintenance.
6. **Website report:** Everything Ok (George)
7. **Next meeting is annual meeting: 3/17 7:30pm via Zoom. 4/19 7:30pm**



Minutes from Linden Tree Lane HOA Annual Board Meeting March 29th, 2021

20. **Attendance:**

- a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
- b. Home owners: Lynn Zingale, Bert Millhouse, David Curtis, Val Guder, Carol Blake, Steve Leighton, Dennis.

21. **Homeowners' comments/questions were taken and answered**

22. **Previous meeting minutes:** Board approved minutes from February 29 meeting

23. **Treasurer report:** Ken presented the financial report for February.

- a. Heavy snowfall push cost of snow removal to \$16k over budget

24. **Landscape report:** Bob went over landscape report.

- a. Plants (incl. 298 boxwood shrubs) damaged during unprecedented harsh winter. Cost of replacement \$27k.

25. **Maintenance report:** Shari gave update about maintenance.

- a. Everything is on track budget-wise
- b. Some winter damage regarding fences. Will assess further
- c. Working with Linhomes for a plan towards roof replacement

26. **Website report:** Everything Ok (George)

27. **New business:** Special assessment of \$650 was proposed, discussed and passed by everyone who participated. To pay for \$43k unexpected expense.

- a. Paid over 3 months: April May June. Due July 1st. Details in a separate email.
- b. General idea is we do not want to either touch our reserve budget or increase monthly assessment fees.

28. **Next meeting is on: May 10th 7:30pm via Zoom**



Minutes from Linden Tree Lane HOA Board Meeting August 30th, 2021

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Home owners: 4294, 4222, 4213, 4211, 4281, 4285, 4269, 4252, 4254, 4263, 4253. 4233.

2. **Homeowners' comments/questions were taken and answered**
3. **Previous meeting minutes:** Board approved minutes from June 14 meeting
4. **Treasurer report:** Ken went over budget and proposed budget in 2022.
5. **Landscape report:** Bob went over landscape report.
6. **Maintenance report:** Shari gave update about maintenance.
7. **Website report:** Everything Ok (George)

8. **New business:** Discussion about the Budget Study took place. A committee is being formed with 10 volunteers from Homeowners.
 - a. Committee will be in charge of exploring multiple options regarding building up the HOA Reserves for upcoming major maintenance, then present them to the Board.

9. **Next meeting is on:** Tuesday **September 28th, 7:30pm via Zoom**



Minutes from Linden Tree Lane HOA Board Meeting September 28th, 2021

1. **Attendance:**
 - a. Board members: Carol, Shari, George, Bob, Dave; and Ken Walter.
 - b. Home owners: David Blake, Therese Fitzpatrick, Dennis Webster, Jim Liddle, Debbie Angulo, Huifeng Wang.

2. **Homeowners' comments/questions were taken and answered**
3. **Previous meeting minutes:** Board approved minutes from August 30 meeting
4. **Treasurer report:** Ken went over budget and financial report in September.
5. **Landscape report:** Bob gave landscape report: general ongoing maintenance and cleaning of plants/trees. Nothing major scheduled for the next month
6. **Maintenance report:** Shari gave update about maintenance. October 8th vendor walkthrough for inspection of concrete surface around the properties.
7. **Website report:** Everything is OK. George will put up the list of volunteers on the Committee up to the website soon

8. **New business:** Reserve Study Committee: Jim Liddle 4254 is the spoke person of the committee. Presented the result of their last discussion. The team is looking into different approaches the HOA can take regarding our reserves: taking out loan, raising monthly HOA fees, special assessments, etc.. Such as: Looked into terms, rates and details of a loan; compare similar HOA properties in the area.

9. **Next meeting is on:** Tuesday October 25th, 7:30pm via Zoom



Minutes from Linden Tree Lane HOA Board Meeting October 25th, 2021

1. **Attendance:**
 - a. Board members: Carol, George, Bob, Dave; and Ken Walter.
 - b. Home owners: Lynn 4222, David Blake 4252, Huifeng 4253.
2. **No home owner questions or feedbacks.**
3. **Previous meeting minutes:** Board approved minutes from Sep 28th meeting
4. **Treasurer report:** Ken went over budget and financial report. Proposed increase of HOA monthly fees to \$465 for next year. Voted and approved from the board.
5. **Landscape report:** Bob gave landscape report
6. **Maintenance report:** None
7. **Website report:** George: Everything is OK.

8. **Next meeting is on:** Monday November 29th, 7:30pm via Zoom
9. **Annual meeting is on:** Thursday January 13th, 2022, 7:00 via Zoom



Minutes from Linden Tree Lane HOA Board Meeting November 29th, 2021

1. **Previous meeting minutes:** Board approved minutes from October 25th meeting
2. **Treasurer report:** Ken Walters presented Treasurers Report. See attached.
The budget for the following year is approved in the October preceding the new year. Anyone interested in participating in the financial discussions should please attend meetings.
3. **Landscape report:** Final cleanup of landscape scheduled for December 2, 2021
4. **Maintenance report:** Routine repairs were made, i.e. fence and roof. Gutters were cleaned. Proposal for cement work received
5. **Notice to Homeowners:**
 - a. Parking policy will be enforced.
 - b. Homeowner that has dogs need to clean up after their pet, regardless of the size of the animal. In addition, all pets should be leashed. It is a rule of Cook County.
6. **There are four (4) openings to be filled on the HOA Board.** Anyone interested in serving the community should submit their Application for Candidacy by January 2nd. All applications should be submitted to Dave Lai at vietdung810@gmail.com. We strongly encourage residents to participate in the process.
7. The Annual Meeting is scheduled for January 13, 2022 at 7:00 pm via Zoom.