

Summerfield Homeowners' Association  
Board of Directors' Meeting Minutes

Meeting Date: March 12th, 2026 at Scates' home  
Present: Tim Scates, Melissa Scates, Kelly Riojas, Devin O'Brien,  
Terri Lucas-Anderson  
Absent: None

- I. The meeting was called to order at 10:59 am.
- II. Financial Report: The Board reviewed year-to-date cash flow including collected accounting fees, dues, late fees, and expenses paid such as insurance, lawyer fees, and electrical costs. Melissa outlined the remaining expected expenses, including lawn care, PO Box, postage, Quicken, state filing fees, pond maintenance, and web services. The Board reviewed the balance in the account and the need for mulch, estimating the cost at \$7,700. After debating the financial implications of mulch, considering the current balance and potential unforeseen expenses, the board voted to continue with mulch this year.
- III. Collections Updates: The Board reviewed the ongoing legal matter involving a homeowner with outstanding court-ordered dues. Melissa shared that the homeowner has made 2 payments, although late each time. The next court date is April 30th. The homeowner currently owes more than \$7000. The board looked at the penalties for early withdrawals on the CD and voted to use the CD if legal expenses drained the budget. A vote will be done to decide how much if and when the time comes. Melissa also discussed the 10 delinquent homeowners that have until March 31st to pay until the Board starts the collection process. The board confirmed they would no longer be using the current attorney for collections. The board will have Devon reach out to new attorney to set up a meeting for April, either 2nd, 23rd or 30th. All of the board would like to be present and will bring questions.
- IV. Ongoing Project Updates: Terri will call the Will County building department to confirm whether a permit is required for the Little Free Library and check placement rules (ensure it won't block traffic or be a hazard). She will register the Little Free Library with the Little Free Library organization to obtain the official sign and map listing. She will purchase the chosen Little Free Library box and the ground post/installation kit (ensure box and post are waterproof) and research paint that preserves waterproofing and plans on installing the book exchange on her property in May. Terri plans on meeting with a volunteer homeowner who is willing to help organize the garage sale. She will follow up on the permit process and identify and contact a pickup/donation company to collect unsold items after the community garage sale and include that pickup date in garage-sale advertising. The board agreed to have a meeting after the new attorney meeting to follow up. The board then discussed the complexity of organizing a block

party, including the need for permits, traffic control, bathroom facilities, food safety. Melissa shared the email of one homeowner who was not agreeable to having the party on Wildflower Dr where the board originally thought it would host the block party. The board talked about using one of the cul-de-sacs and the complexity of obtaining written approval from each homeowner. The board agreed to table the talk until the April meeting.

- V. For Discussion: Tim apologized for not obtaining cost information on mapping and dredging the ponds. Since the Board plans to notify homeowners of raising rates at the next annual meeting, Tim will obtain info and the Board will discuss it at the April meeting. Tim also plans on reserving the library room for June's annual member meeting
- VI. Adjourn: The meeting adjourned at 12:01pm Next board meeting TBD in April immediately following the meeting with the new attorney.