

WILLOW BROOK ESTATES COMMUNITY ASSOCIATION UNITS 5 & 6  
SEPTEMBER 10, 2024 BOARD AND MEMBER MEETING APPROVED MINUTES 7:00 PM

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Board: John Weatherspoon- President  
Anthony Koetzle- Vice President  
Ray Peterlin- Secretary/Treasurer (absent)  
Clara Voyles- Director  
Sue Kalweit – Director  
John Graham – Director

KMC Consulting: Barb Scully

Called Meeting to order at 7:00 PM.

8/13/24 Board Minutes were presented. A motion to approve the August minutes was made Clara Voyles and seconded by Anthony Koetzle. All board members present approved the motion.

The Financials as of the 8/31/24 Financial Statement:

Income: \$2,403.43  
Expenses: \$5,999.35  
Total income less expenses: \$-3,596.12  
Cash Balances: \$80,685.48

Total Past Due as of 8/31/24 \$82,712.64  
29 Past Due Accounts (20 Prior Year)

Nine Current Year accounts going to the attorney on Sept 17, 2024

A motion to approve the August 2024 financial was made by Clara Voyles and seconded by Anthony Koetzle. All board members present approved the motion.

A motion was presented to move the meetings beginning October 1, 2024 to the Crete Public Library at 1177 S. Main Street. The new start time for a board meeting will be 6:30 PM and member meetings will start at 7:00 PM by Clara Voyles. This motion was seconded by Sue Kalweit. All board members present approved the motion.

2025 Meeting Schedule was presented. A motion to approve the 2025 meeting schedule was made by Anthony Koetzle and seconded by Clara Voyles. All board members present approved the motion.

C & T Lawn and Landscape 2025- 2026 Landscape Renewal Contract \$590.00 per month. Only a \$28.00 increase from prior year contract. This contract was presented to the board. A motion to approve the contract by Clara Voyles and seconded by Anthony Koetzle. All board members present approved the contract.

McCloud Quote for Repairs \$2,120.84. A motion to approve this repair was made by John Graham and seconded by Clara Voyles. All board members present approved the motion.

D & G Electric \$7,075.00 invoice for light by sign. A motion to approve invoice was made by Sue Kalweit and seconded by Clara Voyles. All board members present approved the motion. This invoice won't be paid until Will County Issues the permits and light is working,

C & T Quote for Island on Forestivew to remove 4 shrubs \$305.00. A motion to approve this request was made by Anthony Koetzle and seconded by Clara Voyles. All board members present approved the motion,

Quote to seed park to be brought to the next meeting by KMC Consulting.

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Corporate Transparency Act – The cost to file this for the association would be \$100.00. This would be filed by KMC Consulting. A motion to approve this request was made by Clara Voyles and seconded by Anthony Koetzle. In order to file this with the Department of Treasury, a copy of each board member's driver's license is required. All board members need to bring a copy of their driver's license to the 10/8/24 meeting.

KMC Consulting Renewal Contract for 1/1/25 – 12/31/27 was presented. The renewal contract amount is \$9,000.00 for a year. A motion to approve the contract was made by John Graham and seconded by Sue Kalweit. All board members present approved the contract.

2025 Budget was discussed with a yearly assessment of \$275.00. A motion to approve the \$275.00 yearly assessment for the 2025 Budget was made by Anthony Koetzle and seconded by Clara Voyles. All board members present approved the 2025 budget.

The meeting was adjourned at 7:45 PM.