**Meeting Details:**

**Date:** 1/16/2024

**Time:** 6:00pm – 7:30pm

**Board Present:** Kevin Richard, Victoria Hill, Patrick Peterson

**President:** Willie Johnson

**Off-Board Member:** Regina Brown

**Special Guests:** Jana Thompson, Newbury Estates HOA President

**Absent:** Reverend Melody Seaton

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**Special Guest**

We had the pleasure of hosting Jana Thompson, President of Newbury Estates Homeowners Association (HOA), who shared valuable insights into their HOA's best practices, schedules, covenants, and bylaws. She also discussed how they effectively manage HOA membership dues and late fees. Additionally, Jana highlighted their approach to organizing block parties, including partnerships with local Matteson restaurants for food and raffle donations. Newbury Estates fosters community unity by hosting outdoor movie nights in the park to encourage bonding among residents.

**Trinity Creeks Bylaws/Covenants**

Our Board discussed updating our Bylaws/Covenants to include:

* Language for delinquent membership dues payments i.e. late fees, eviction.
* HOA services will not be provided for residents who are not in good standing. i.e. permits, HOA sponsored events.
* Running a business in plain sight/commercial vehicles in driveway.

Our current covenants state, “*PARKING OF VEHICLES: Pickup trucks and cargo vans are permitted on driveways, provided they are kept in a sightly manner. Except as provided in the preceding sentence, no type of commercial vehicle shall be parked outside any garage on any Lot in the Subdivision; provided, however, that commercial vehicles may be so parked when same are engaged in delivery or service to any residence located in the Subdivision. Further, noaircraft, recreation vehicle, commercial vehicle, boat or snowmobile shall be stored, either temporarily or permanently, outside any garage or otherwise in the open on any Lot in the Subdivision.*”

* Victoria will request to see Newbury’s language.
* We will ask our management company, Cambridge for the appropriate timing to update new language, fees, etc.

**Trinity Creeks Membership Dues**

* All letters have been distributed to the residents.
* The Trinity Creeks Board should pay their dues before residents.
* You can pay dues by mail or online. There is an $8 charge for paying online. We need to check with Cambridge on why there is a fee.
* If residents do not pay membership dues on time, the HOA can charge interest to be in line with Illinois rules and regulations.

**Meeting Minutes**

* Victoria is seeking support for the task of recording and composing meeting minutes on a monthly basis.

**Trinity Creeks Website – www.trinitycreeks.org**

* Victoria updated the website to include the new board member’s bios.
* We should archive some of the information on our website. We need to know how long we have to keep meeting minutes.
* Do we need to post budgets on the website and if so, how long does it need to stay.

**Grant Writing**

* Willie talked to the grant writer and asked if we can request a grant for snow removal. She didn’t think we could request a grant for snow removal. We can request a grant for things that would benefit all residents, like improvements for our park**.**