



**Squire's Grove
Management Association
Meeting Minutes
2/28/2011 SGMA Meeting
Reinders Room Elm Grove Village Hall**

Call to Order: 6:30 PM

In attendance: Rick Ormsby: SGMA President
Frank Falsetti: SGMA Secretary
Terry Tobin: SGCA Vice-president
Kathy Sheeley: SGCA Treasurer
Jill Munson: SGMA Treasurer
Darrin Victory: SGCA

Establish Quorum: Yes

Not a Public Forum: The purpose of this meeting was to kick off the 2011 year to review any ongoing items that need more attention and to have Don Hinkle of Freyberg & Hinkle our accounting firm come in to review the end of the year (2010) financial statements. Also Mark Spicer was informed of the responsibilities of the Water Trust so he can evaluate his interest in replacing the services of W2 Group LLC.

It was noted that **Darrin Victory** is resigning from the SGMA Board effective immediately. Terry and Kathy will seek interest from the Condo Association for this Board position. A possible interested party is Mark Spicer.

Old Business:

The replacement firm for the services previously provided by **W2 Group LLC** has not been finalized. Our goal is to interview 3 firms. Two more interviews will be completed to find the best provider for SGMA needs. Currently Municipal Well and Pump is working with Board President **Rick Ormsby** while we are in transition. Municipal is submitting the monthly water sample to SGMA with the monthly bill for their services.

A description of the work (as previously provided by W2 Group LLC) is available from Rick Ormsby for any interested parties. W2 Group LLC provided Jill Munson a box of notes and files related to Scott's previous work which is available for anyone to review. Jill Munson's responsibility as SGMA Treasurer does not include the work done previously by Scott Wozniak of W2 Group LLC. This box of information will be provided to the firm that is selected.

Condo resident Mark Spicer came to this meeting to state to the Board his interest and to ask questions regarding the job responsibilities. The Board discussed our expectations and reviewed items from the 2011 budget to help explain the responsibilities. It was stated that a key component to the selection of a firm will be its ability to keep accurate records of the work being done by the SGWT. This was an important takeaway

from the 12/1/2010 Water System report completed by RA Smith and Associates. The Board expects a second interview from Trish Ormsby a SGHO at our next meeting.

Don Hinkle met with the board and updated us on how his accounting firm handles our books. We reviewed the **year end 2010 Statements of Cash Receipts and Cash Disbursements for both the SGWT and SGMA**. There was a review of the Verdant addresses that have not paid for their SGWT bills. **RICK** will address these issues with the individuals and discuss with them their responsibilities for prompt payment. Rick will report at our next meeting. A suggestion was to issue a March 1st "Final Notice" letter to the homeowners with the reminder that the SGWT has the authority to shut off their access to water from the utility.

Don agreed to provide a quarterly report of the financials including a spread sheet of check disbursements to the board. This will be used by Board members to help keep their associates informed. The board decided it would not be a good idea to post those on the web site for privacy reasons.

It was noted and a letter was circulated to the board by Jill Munson from home owner **Bill Kerschner** of 15200 Hidden Glen Court. Bill is concerned with the lack of interest in Water Conservation measures taken by all users of the SGWT. He would like the board to consider education system users to the costs of the system. It was taken under advisement that the board considers how to address water conservation measures in the future including lawn watering restrictions if necessary.

Frank will contact RA Smith as a follow-up to the December 1, 2010 water system report. We need to resolve the end of the pond drainage issue and get to a final recommendation for clean up there. Is DNR permitting required for any work there? All work will need to be coordinated with the Tallgrass restoration project. Frank will check on the invoicing for the work. The exercising of the system components needs to be addressed. A laminated copy of the final map will be placed in the pump house. Finally the discussion will continue as to the installation of a new shut off valve to be placed on the long run off Briaridge Court.

Jill Munson reported on the January 2011 **Cul du Sac committee** meeting hosted at her home. Work will be done to repair the Cul du Sac at the end of Terrace drive. The contact information for Trees on the Move is 262-679-5200 Ext. 203, Gary McCue is President. gary@treesonthemove.com. Rick Ormsby reported on the Buckley Tree Service quote from last year.

Next Meetings:

March 28th, 2011 at 6:30 Pm. **FF** Reserved a room at Village Hall.

Adjourn 8:45.