



P.O. Box 6405, Champaign, IL 61826-6405

Dear Lot Owner and RMHOA Member:

Action Requested:

1. Please save the date. Tuesday, January 23rd, 2024, 7:00 PM via Zoom Meeting, for the 2024 RMHOA Annual Meeting.
2. Please return your signed PROXY CARD by January 1st, 2024.

This letter is to inform you that the Annual Meeting of the RMHOA will be held virtually on Tuesday, January 23rd, 2024, in a Zoom Meeting Room at 7:00PM. (See below for instructions on How to join the Zoom Meeting.)

Agenda

The Annual Meeting will include the following agenda items (See the attachments to this letter for more details on the agenda items):

1. Report on 2023 activities and expenses and 2024 projected activities and expenses
2. Election of 2024 Board Members
3. Approval of the 2024 Budget
4. Approval of an increase in the Annual Maintenance Assessment Ceiling
5. Announcement of the 2024 Annual Maintenance Assessment
6. Member input and comments

Proxy Card

Enclosed with this mailing is your PROXY CARD. Please sign it and return it BY JANUARY 1st, 2024, even if you plan on attending the Annual Meeting. Returning your proxy card helps ensure that we will have a quorum present for the Annual Meeting. (See below for options on How to return your PROXY CARD.)

2023 Annual Report

The 2023 Annual Report from the RMHOA Board is enclosed with this mailing.

We hope to see you at the Annual Meeting on January 23rd. Please take a moment now to fill out and return your Proxy Card. This will enable us to have a quorum to conduct business at the Annual Meeting.

Sincerely,
The Robeson Meadows Homeowners Association Board of Directors

Attachments:

- 2023 Annual Report
- Annual Meeting Zoom instructions
- Proxy Card - Ways To Return Proxy Card
- Details for Annual Meeting Discussion and Votes



How to return your Proxy Card

Here are several ways to return your Proxy Card by January 1st, 2024. Remember to sign and date your card before returning it. Your proxy card enables us to have a quorum to conduct business at the meeting. Please submit your proxy card even if you plan to attend the meeting. If you do attend your vote at the meeting will be counted and your proxy will not be used.

Mail

Mail your completed proxy card to:
Robeson Meadows Homeowners Association, P.O. Box 6405, Champaign, IL 61826-6405

Email

Take a picture or scan of your Proxy Card and save it to your device.
Email the image to robesonmeadowshoa@gmail.com.

Website Upload

Scan your card and save it to your computer. Visit the Proxy Card Form on the website at <https://robesonmeadowshoa.com/proxy-card-upload>. Upload your card, and submit the form.

In-Person

Send an email to board@robesonmeadowshoa.com to let us know your proxy card is ready to submit. A member of the board will contact you to coordinate a convenient time to meet up to return your Proxy Card.

How to Join the Meeting on Zoom

The RMHOA Annual Meeting will be Tuesday, January 23rd, 2024 at 7pm in a Zoom Meeting. Join the meeting by computer, or telephone at the link below. A link to join will also be posted on the website 1 hour before the meeting at <https://robesonmeadowshoa.com/news>.

Join the meeting:

<https://zoom.us/j/98326495094?pwd=STBzZHNNZE4vNDVpY2NHMjZCdUVSQT09>

Meeting ID: 983 2649 5094 Passcode: 777520

Dial in: • +1 312 626 6799 US (Chicago)

Key Dates

Today	Please return your Proxy Card
January 1	Deadline for return of Proxy Card
January 1	Deadline for nominations for Board of Directors
January 23	Annual Meeting, 7 pm
February 1	2024 Annual Maintenance Assessment statements sent to residents
March 1	2024 Annual Maintenance Assessment due

Items to be Discussed and Voted on at the Annual Meeting

Election of the 2024 Board of Directors

Nominations for the Board are open until January 1, 2024.

Currently the following members, with their proposed Board roles, are candidates for election to the Board for 2024:

Brynnen Owen (President and Architecture)
Estela Canga (Vice President and Architecture)
Matthew Thomas (Treasurer and Recruiting)
Marcelo Garcia (Maintenance-Lakes)
Maggie Dougherty-Roberts (Maintenance-Trees)
Japhia Ramkumar (Maintenance-Grounds)
Peggy Charney (Secretary and Recruiting)
Hannah Yasunaga (Communications)
Joe Sciacca (Communications)
Tim Offenstein (Architecture)

Approval of the 2024 Budget

2023 Budget Expenditures (as of 10/31/23)

Projected 2023 Income:	\$54,500.00
Grounds:	\$18,218.75
Lakes:	\$15,186.00
General Admin.:	\$ 5,948.21
Total Expenditures	\$39,352.96 (as of 10/31/23. Year-end bills pending)

2024 Proposed Budget

The proposed budget for 2024 is:

Grounds:	\$25,000
Lakes:	\$19,000
General Admin.	\$ 9,100
Spillway & Retaining Wall Repairs:	Pending
Total	\$53,100

Spillway & Retaining Wall Repair projected costs are pending additional information. Spillway surface walkway repairs will be at least \$13,250. Underlying structural repairs, if necessary, and retaining wall repairs are not included in above totals.

Proposed Increase in the Annual Maintenance Assessment Ceiling

At the Annual Meeting a resolution will be introduced to increase the ceiling on the Annual Maintenance Assessment.

The resolution will be to authorize an increase in the ceiling of the Annual Maintenance Assessment from \$200 to \$300, and provide that the Annual Maintenance Assessment be adjusted annually for inflation according to the official Consumer Price Index.

The ceiling is not automatically the amount to be assessed in 2024 or any given year. The ceiling establishes the maximum amount that can be assessed for the Annual Maintenance Assessment.

The current ceiling on the Annual Maintenance Assessment is \$200. This was established in 2003 when the ceiling was raised by RMHOA members from \$100 to \$200. The ceiling on the annual fee has not changed in the past 20 years. During that time inflation has steadily eroded our ability to maintain our RMHOA amenities.

The Board anticipates that, due to increases in our regular expenditures for administration, lake maintenance and grounds maintenance, and the current need for repairs to our spillways and retaining wall infrastructure, a significant increase in the Annual Maintenance Assessment will be required for 2024.

The Board will determine the amount to be assessed for 2024 when the budget process is finalized and we have cost projections for the spillway and retaining wall repairs, and pending the results of the vote at the Annual Meeting to raise the Assessment ceiling.

2024 Annual Maintenance Assessment

The Board is currently finalizing the 2024 Budget. We are awaiting the end-of-year expenditures and cost estimates for 2024 maintenance projects including repair to the 2 lake spillways, and repair to the retaining wall of the large lake near Valley Brook.

The amount of the 2024 Annual Maintenance Assessment will be determined when the 2024 budget process is completed, and will be announced at the Annual Meeting.

If the vote to increase the ceiling for the assessment does not pass, the Board will assess the Annual Maintenance Assessment at the current ceiling of \$200 for 2024. At the current rate of increased expenditures, particularly regarding the lakes and grounds, this will have a serious deleterious effect on the maintenance of the neighborhood.

2024 statements will be sent out following the Annual Meeting, and will be due by March 1, 2024.

Administration

Administration expenditures are projected to increase in 2024. We retained the accounting services of the Kemper CPA Group for our HOA as of January 2023 when our long-time accountant retired at the end of 2022. We are consulting with Kemper on the potential to offer an online payment option for payment of annual assessments. This will make it more convenient for residents to make their payment each year, at a modest increase in expense for the HOA. In addition, we have retained the services of an attorney to advise the Board on several matters relating to the maintenance assessment and handling of outstanding unpaid assessments.

Lake Maintenance

SOLitude Lake Management provides maintenance services for our two lakes, under a 2-year contract. SOLitude makes regular inspections of the health of the lakes during the spring and summer and treats the lakes as needed to control algae growth. The contract provides for an increase in costs in the second year..This will result in an increase in lake maintenance expenses for 2024.

Lake Spillway Maintenance and Repairs

The Board anticipates costly repair expenses for 2024 to both spillways (on the small pond and the lake) and the retaining wall where the water enters the lake near Valley Brook. These 3

structures need urgent repairs. The Board approved seeking a professional assessment of the repairs needed and cost estimates to perform the exploratory work to assess the damage and provide the cost for those repairs.

Grounds

Budget constraints have hampered our ability to replace the trees we have lost during the past several years. We have planted 2 new trees in honor of Tom Jordan (former President of the Board) and Lou Simpson (RMHOA accountant until December 2022). The plan is to replace and to add as many trees as the budget permits. The cost of mowing and edging services from our main grounds maintenance company has also increased, reflecting gas prices. In addition one contractor who provides other grounds maintenance services at a below-market rate may retire soon, which will increase expenditures for grounds maintenance significantly.

Website and Communications

Our community Facebook group, Robeson Meadows Families (<https://www.facebook.com/groups/RMFamilies>) has grown to 121 members. On our website (<https://robesonmeadowshoa.com/>) we have added several forms to enhance communication with the Board. During 2023, 48 residents have registered to receive email notices when we post to the blog. We have received 12 requests to the Architectural Committee, 7 requests for Closing Letter when selling a home, and 37 submissions of the general Contact form. Over 70 residents and friends turned out for the 2nd Annual Turkey Trot on Thanksgiving Day for a 1-mile walk/run around the lakes.

Assessment Late Fees and Unpaid Assessments

Invoices for 2024 will be mailed after the 2024 Annual Meeting. They are due on March 1, 2024.

LATE PAYMENT FEES:

Received After May 1, 2024	\$20
Received After July 1, 2024	\$40
Received After September 1, 2024	\$60
Received After November 1, 2024	\$80
Received After January 1, 2025	\$100

The Board consulted an attorney for advice on understanding the options in the event of a large outstanding unpaid balance by a member. As a result, at its November 13, 2023 meeting, the Board resolved to attach a lien per our Bylaws on any property with an outstanding balance exceeding \$500.00. Since this exceeds two years' worth of unpaid dues, this should have minimal impact on the neighborhood, while protecting the association's ability to collect what it is owed to maintain our common property. This has not been a significant problem for us as most residents pay their assessment very promptly.

To contact the HOA board, please either use the web form at <https://robesonmeadowshoa.com/> or send email to board@robesonmeadowshoa.com