

P. O. BOX 577
HIGHLAND PARK, IL 60035-0577
847 831-8822 FAX 847 831-5231
E-MAIL foxmanagement@hotmail.com

**Fox Management
Group**

TO: All Unit Owners
Oakwood Homeowners Association

FROM: Oakwood HOA Board of Directors and
Stephanie Brodsky, Property Manager

RE: Annual Meeting

DATE October, 2021

Dear Homeowner:

The Annual Meeting of the Oakwood Homeowners Association will be held on Tuesday, November 9, 2021 at 6:30 p.m. via Zoom. Information for joining the meeting can be found on the Oakwood website – oakwoodhoa.org.

At the Annual Meeting we will be voting for the election of seven board members, adopting the 2022 budget, and presenting the status of the Association.

If you are interested in running on the ballot for election, please contact Stephanie at seshie@sbcglobal.net to notify her of your interest by Sunday, November 7, 2021. This will ensure your name appears on the ballot. Nominations will also be accepted at the meeting, if necessary.

Additionally, attached is a proxy/mail-in form for voting if you are unable to attend the meeting. Since the meeting and election will be virtual, please submit your form to Stephanie, preferably by email to seshi@sbcglobal.net by 3:00pm Tuesday, November 9, 2021. You may also mail your form to the management office (addressed to Stephanie, address above), but it must be received by Monday, November 8, 2021 to ensure receipt. If you are the recipient of a neighbor's proxy form and will be casting votes on their behalf, please also adhere to the dates listed above for submitting via email/mail.

Finally, in order for an annual meeting to take place, we need a quorum of 20% or 46 owners and/or proxies – so please attend or send in your vote via proxy! If we do not have a quorum, then we will have a regular board meeting to review the non-election items listed above.

We hope as many homeowners as possible will attend the Annual Meeting.

Thank you.

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TO: All Unit Owners
Oakwood Homeowners Association

FROM: Oakwood HOA Board of Directors
CC: Stephanie Brodsky, Property Manager

RE: Association Updates

DATE October, 2021

Dear Homeowner:

The Board of Directors would like to once again thank all homeowners for their dedication to our community during yet another challenging year. Please continue to reference our website - oakwoodhoa.org - for the latest information regarding Oakwood.

Additionally, we would like to continue to encourage homeowners to sign up to receive e-mails for the Association to provide updates as needed. If you would like to receive your Oakwood HOA communications by e-mail, please complete the form below.

Tear/Cut off and mail to Stephanie Brodsky, PO Box 577, Highland Park, IL 60035.

OR scan it/take a picture of it and email it to Stephanie at seshi@sbcglobal.net.

Note, if you have already completed the form, you do NOT need to complete it again.

NAME: _____ ADDRESS: _____
E-MAIL ADDRESS: _____

* I agree to have all documentation from the Board of Directors of Oakwood Homeowners Association to be sent to my email address.

Signature: _____

Should you have any questions at any time, please contact Stephanie at seshie@sbcglobal.net.

We continue to wish you all well, and look forward to continuing to support a wonderful community.

Sincerely,
The Oakwood HOA Board of Directors

OAKWOOD HOMEOWNERS ASSOCIATION
REVOCABLE PROXY & MAIL-IN BALLOT
FOR ELECTION OF MEMBERS OF
THE BOARD OF DIRECTORS

Seven (7) board members shall be elected at the annual meeting. Each unit has seven (7) votes, either their own, or by proxy.

- OPTION 1: If you choose to mail-in your vote, please select the first box below and vote for any candidate, or write in the name of someone you know will be nominated.
- OPTION 2: If you would like to appoint a proxy to vote on your behalf, please select the second box below and do NOT write in or cast any votes on the voting lines. Your proxy may vote for any candidate(s), or write in the name and vote for someone who will be nominated or who is nominated from the floor at the meeting. Your proxy may be revoked by either notifying the property manager in advance of the Annual Meeting, or by your attendance at the Annual Meeting.
- Cumulative voting is prohibited. You may cast one vote per person. The total votes can be no greater than seven.

OPTION 1 - MAIL-IN BALLOT:

I, _____, owner of the unit located at

 (Print Owner's Name)

_____ do hereby:

 (Owner address: NUMBER AND STREET)

CAST MY SEVEN (7) VOTES AS LISTED BELOW:

<u>Candidates</u>	<u># of Votes</u>
1. <u>Amanda Kochenash</u>	_____
2. <u>Donna Plage</u>	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____

*You may only cast one vote per candidate.

----- **OR** -----

OPTION 2 - PROXY:

*CONFIRM THAT THE PERSON BELOW MAY ACT AS MY PROXY TO VOTE AS HE/SHE DESIRES:

(Print name of proxy agent)

(Proxy street address)

*If you enable a proxy to vote on your behalf, do NOT write anything in the voting lines above or below.

(Owner Signature)

(Date)

BALLOT FOR PROXY COMPLETION:

If you are the proxy agent for the homeowner as indicated on the previous page, please cast seven (7) votes below.

<u>Candidates</u>	<u># of Votes</u>
1. <u>Amanda Kochenash</u>	_____
2. <u>Donna Plage</u>	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____

*You may only cast one vote per candidate.

(Proxy Agent Printed Name)

(Proxy Agent Signature)

(Date)

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2022 BUDGET
OAKWOOD HOMEOWNERS ASSOCIATION

October, 2021

Dear Homeowner:

Enclosed is a copy of the 2022 budget for the Oakwood Homeowners Association. Please review it so that you are aware of the financial status of your Association.

The Board of Directors continues with their strategic initiative of providing the highest quality of community services within the constraints of a balanced budget and a very reasonable Annual Assessment.

The annual homeowner assessments for 2022 will remain the same.

If you have any questions regarding the budget or the association, please contact the management office.

The budget will be adopted at the November 9, 2021 Annual Meeting which will be on Zoom.

**OAKWOOD HOMEOWNERS ASSOCIATION
PROPOSED
FOR THE YEAR ENDED DECEMBER 31, 2022**

	2021 Current <u>Budget</u>	2022 Adopted <u>Budget</u>
INCOME		
Assessments	80,500.00	80,500.00
Late Charge	500.00	500.00
Miscellaneous Income	100.00	0.00
Interest Income	500.00	100.00
	<hr/>	<hr/>
Total Income	81,600.00	81,100.00
EXPENSES		
Repairs and Maintenance Expenses		
Signs	500.00	300.00
Animal Control	500.00	500.00
Gazebo and Equipment Maintenance	5,000.00	4,500.00
Street Light Maintenance	1,000.00	1,000.00
Monument and Entry Maintenance	500.00	500.00
	<hr/>	<hr/>
Total Repairs and Maintenance	7,500.00	6,800.00
Grounds		
Landscape - Services	19,500.00	20,000.00
Landscape/Tree Maintenance	13,000.00	13,000.00
Pond Maintenance	12,000.00	12,000.00
	<hr/>	<hr/>
Total Grounds Expense	44,500.00	45,000.00
Utilities		
Electric	2,500.00	2,500.00
	<hr/>	<hr/>
Total Utility Expense	2,500.00	2,500.00

**OAKWOOD HOMEOWNERS ASSOCIATION
PROPOSED
FOR THE YEAR ENDED DECEMBER 31, 2022**

	2021 Current <u>Budget</u>	2022 Adopted <u>Budget</u>
Administrative Expenses		
Legal	300.00	300.00
Accounting	350.00	350.00
Management	15,180.00	15,180.00
Web site	500.00	500.00
Postage & Printing	1,000.00	1,000.00
Storage Locker	1,150.00	1,620.00
Miscellaneous		<u>150.00</u>
Total Administrative	18,480.00	19,100.00
Insurance and Taxes		
Insurance Expense	3,400.00	3,600.00
Income Tax	<u>0.00</u>	<u>0.00</u>
Total Insurance and Tax Expense	3,400.00	3,600.00
Reserve Funding		
General Reserve	4,720.00	4,000.00
Interest Reserve	<u>500.00</u>	<u>100.00</u>
Total Reserve Funding	5,220.00	4,100.00
Total Expenses & Reserve Funding	<u>81,600.00</u>	<u>81,100.00</u>
Net Income (Loss)	0.00	0.00