

COMMISSION MEMBERS

ANGELS AND BEREAVEMENT COMMISSION

Barbara Otte-Board Liaison
Mary Michonski-Chairperson

ARCHITECTURAL COMMISSION

Phil Pardun-Board Liaison/Member
Jerry White-Chairperson
Nick Iwanyszyn
Steve Pierce
Al Saller
Jim Tiller

FINANCE COMMISSION

Mike Flasz-Board Liaison
Mari Reidy-Co Chair
Mary Weinberg-Co Chair
Barbara Otte
Judy Przekop
Donna Stone

HEALTH AND WELLNESS LIFESTYLE COMMISSION

Mike Flasz-Board Liaison
Jan Lau-Chairperson
Laura Holmes
Susie Pierce
Cathy Tiller

LANDSCAPE COMMISSION

Ed Ewing-Board Liaison
Mary Weinberg-Chairperson
Russ Lau
Judy Przekop

PROPERTY TAX COMMISSION

Ed Ewing-Board Liaison
Viren Dayal-Co Chair
Kevin Trush-Co Chair

RULES & REGULATIONS COMMISSION

Cindy Zens-Board Liaison
David Barrash-Chairperson
Janet Abri
Jean Mauer
Anita Skotnicki

SOCIAL COMMISSION

Barbara Otte-Board Liaison
Sue Edelson-Co Chair
Sherry Schnell-Co Chair
Cindy Iwanyszyn
Linda Kluth
Sherry Miles
Joanie Pardun
Donna Stone
Toni Suspenzi
Karen Trush
Kathy White

AD-HOC COMMISSION/AREA C

Cindy Zens-Board Liaison/Chairperson
Ken Jacoby
Kathy Pearson
Gary Teuber
Jim Tiller

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REGENCY ANGELS AND BEREAVEMENT COMMISSION

MISSION

At the heart of our community is a commitment to compassionate support for every resident at the time of a spouse or significant other's passing. We understand that each individual has unique challenges and circumstances, and our actions are guided by your specific needs. Whether it's through attentive listening, or simply being there when you need us, we are dedicated to fostering an environment where everyone feels valued and cared for.

SCOPE

- Charitable donations or floral arrangements based upon designated family requests in honor of deceased loved ones
- Mailing of cards specific to residents in need during hospitalization or home bound illness

MEMBERSHIP RESPONSIBILITIES

- Provide support to chairpersons to identify the needs of residents and assist in that task
- Members are required to adhere to an ethical commitment of confidentiality for residents' private information regarding their specific comfort needs situation.

MEETINGS

- Held on an as needed basis

CURRENT MEMBERSHIP

- Chairperson – Mary Michonski
- HOA Board Liaison – Barbara Otte

Architectural Review Commission (ARC) Of the Regency at the Woods of South Barrington

- I. **MISSION:** To ensure that the natural beauty and original design characteristics of our community are maintained. We will accomplish this by assisting homeowners to ensure that all residential property improvements are within the Regency Woods Community guidelines and comply with the Regency Rules and Regulations, and the Village of South Barrington building codes.
- II. **SCOPE:** The primary functions of the ARC are as follows:
 1. Provide guidance about the process, regulations and procedures to homeowners wishing to make any changes to the exterior of their homes or landscaping.
 2. Develop and communicate the process and procedures necessary for homeowners to request and receive approval to make their proposed alterations.
 3. Review all homeowner residential exterior building improvements or maintenance items such as: paint, windows, doors, roofing, patios, exterior lighting, brickwork, etc.
 4. Review all landscape modifications to ensure that they do not alter the original property grade and inhibit storm water drainage.
 5. Confirm that changes or additions to landscape beds will not cause issues or create the need for special landscape services.
 6. Verify that no structures and/or additions are constructed in "keep out areas" such as utility and sewer easements, drainage channels/swales and conservancy areas.
 7. After thorough review of ARC requests, provide recommendations to the Regency Board for review and final determination of the requested improvements.
- III. **MEMBERSHIP RESPONSIBILITIES:**
 1. Annually review ARC procedures to determine if changes need to be made to guidelines and that documentation is available for homeowners to understand the guidelines, regulations and procedures.
 2. Review and forward for approval or denial of all ARC requests to the Regency Board. A representative of the Board will communicate the final outcome to the homeowner.
- IV. **MEETINGS:**
 1. The ARC shall meet as needed during the prime construction season.
 2. The ARC has the option to meet in person or via tele-conferencing to review and expedite all requests.
- V. **CURRENT MEMBERSHIP:**

Jerry White	- ARC member (Chairperson)
Nick Iwanyszyn	- ARC member
Steve Pierce	- ARC member
Jim Tiller	- ARC member
Al Saller	- ARC member

REGENCY OF THE WOODS HOMEOWNERS' ASSOCIATION

FINANCE COMMISSION

I. MISSION

The Finance Commission's mission is to supply the Regency Board of Directors (BOD) with the financial information and guidance they need to make informed fiscal decisions.

II. SCOPE

The primary role of the Finance Commission is to oversee the financial health of the Regency Homeowners' Association (HOA). This includes providing the BOD with accurate and timely financial information, making recommendations for financial actions and policies upon request, and undertaking specific projects as needed.

The Finance Commission performs several key tasks, including:

- i. Reviewing and monitoring monthly and year-to-date Operating and Reserve financial information against the relevant budgets, managing cash flow requirements, and providing the BOD with this data along with appropriate recommendations.
- ii. Preparing additional schedules and reports for the BOD to aid in their decision-making.
- iii. Utilizing the independently prepared Reserve Study as a management tool to ensure sufficient funding levels and to keep the BOD informed about projected reserve expenditures and their alignment with the annual Reserve budget.
- iv. Monitoring the HOA's investments and making recommendations to the BOD to safely maximize investment income.
- v. Overseeing the annual audit and tax return preparation processes, and addressing any questions the BOD may have about these processes.
- vi. Collaborating with Property Management to develop the annual Operating and Reserve budgets, presenting the results to the BOD, and addressing their questions while incorporating their feedback as needed.
- vii. Evaluating and assessing the financial impact of proposed transactions or services that are not part of the annual Operating and Reserve budgets, and providing recommendations to the BOD.
- viii. Reviewing and evaluating vendor proposals and contracts, and making recommendations to the BOD based on the evaluations.
- ix. Conducting an annual training workshop for newly elected BOD members.
- x. Reviewing and analyzing the budgets and expenditures of ad hoc commissions.

- xi. Documenting annual goals and accomplishments.
- xii. Responding to additional requests from the BOD as needed.

III. MEMBERSHIP RESPONSIBILITIES

- i. Membership in the Finance Commission is limited to five (5) Regency Homeowners who have a genuine interest in supporting the Commission's mission and can commit the necessary time to fulfill the identified tasks.
- ii. Members are expected to attend meetings as scheduled and come prepared for discussions as needed.
- iii. Members must work collectively as a Commission and do not have the authority to act independently. Personal agendas are not permitted.
- iv. All Finance Commission members must be approved by the BOD.

IV. MEETINGS

- i. The Finance Commission holds monthly meetings to review the financial statements and supporting documents from the previous month. Commission members are expected to individually review this financial information in preparation for each meeting.
- ii. Discussions, which may occur during the scheduled monthly meetings or in separate sessions, are required for the following actions:
 - 1. Setting annual goals
 - 2. Reviewing the results of audit and tax return preparation
 - 3. Preparing the annual budget
 - 4. Reviewing the requests for proposals and evaluating vendor responses and contracts
 - 5. Reviewing and evaluating the costs and timing of major projects
 - 6. Conducting workshops with the BOD
 - 7. Addressing additional projects as requested by the BOD

V. CURRENT MEMBERSHIP

The current membership of the Finance Commission includes: Mary Weinberg (Co-Chairperson), Mari Reidy (Co-Chairperson), Barbara Otte, Judy Przekop and Donna Stone. Michael Flasz currently serves as the liaison to the BOD.

Regency of the Wood's Homeowner's Association
Health and Wellness Lifestyle Commission
2024

Mission:

To support the health and well-being of the Regency residents through educational platforms and advocacy to promote a healthy aging lifestyle.

Scope:

Provide wellness-focused presentations that reflect the needs of the community.

Promote best practices for quality-of-life aging through evidence-based resources

Support residential programs for an active physical lifestyle

Collaborate with local organizations to enhance partnerships in wellness-centric activities

Membership Responsibilities:

Chairperson:

Facilitates the meetings with input from all commission members and coordinates the action plan and goals of the commission.

Communication with the Board Liaison for monthly updates to the Board of Directors.

Members:

Provide health-related expertise and active participation in the commission.

Support the program development and share in the decision-making initiatives through consensus

Meetings:

Bi-monthly are held on the last Monday of the month, except when in conflict with holidays. Additional meetings may need to be scheduled in the event of special program considerations.

Members:

Laura Holmes

Janice Lau

Susie Pierce

Cathy Tiller

Lalitha Valluri

Landscape Commission

Mission

Keep the common areas of the community looking inviting and attractive by ensuring consistency in the overall landscaping and offering improvements.

Scope

- Oversee the planning, execution and maintenance of the aesthetic look of all common areas as well as offer suggestions on what areas may need improvements
- Assist Property Management with vendor interviews and contract negotiations in order to make informed recommendations to the Board
- Weather permitting, conduct periodic walks of common areas with Property Management and vendor partners to ensure consistency in lawn care, irrigation and tree maintenance
- Assist Property Management and the Finance Commission with the landscape budget
- Coordinate holiday / winter decorations on the exterior of the Clubhouse, gatehouses and common areas
- Coordinate planting of annuals and seasonal pots at Clubhouse
- Conduct Landscape Training Workshop on an annual basis for new Board members

Membership

- Open to Regency Homeowners with a sincere interest in landscaping and willing to volunteer some of their time
- Membership is limited to five (5) homeowners, including a Chairperson and Board Liaison
- The Chairperson facilitates meeting agenda with Commission members and Property Manager; Board Liaison communicates updates to the Board
- Members are expected to attend meetings, participate in common area walks and contribute their insights to topics being discussed
- All members must be approved by the Board

Meetings

- The Landscape Commission holds monthly meetings. One additional meeting / walk is held monthly between April and October.

Restrictions

- Personal agendas are not acceptable and will not be tolerated at any time
- Commission members act in unison with the Commission with no authority to act independently
- Commission members are required to act in a courteous and civil manner toward fellow Commission members, Property Management, vendor partners and homeowners

- Commission recommendations are sent to Property Management and forwarded to the Board for approval

Current Membership

- Board Liaison: Ed Ewing
- Chairperson: Mary Weinberg
- Members: Russ Lau, Jerry Roseland, Judy Przekop

Regency Property Tax Commission

Mission:

Coordinate and complete the annual community wide appeal of property assessed valuations to lower taxes paid by homeowners

Scope:

- Annually petition each homeowner to participate in the tax appeal
- Promote and encourage participation by highlighting the benefits of a mass appeal through strength in numbers
- Work with the tax appeal law firm to support timely and accurate input to the appeal process and the tax attorney's appeal strategy
- Develop and maintain a record of each properties critical information and update annual assessed values before and after appeal
- Track home resale information to establish market value awareness
- Proactively communicate with homeowners throughout the year with pertinent updates and progress reports leading up to and concluding the appeal
- Validate the accuracy of attorney fees for each home and correct discrepancies with attorney
- Participate in and support the HOA Board's solicitation and contracting for a tax appeal law firm at contract renewal time with the goal of selecting an attorney that has a track record of successful group appeals with the best value for each homeowner.
- Remain accessible and respond to homeowner questions promptly

Member Responsibilities:

- Leverage individual skills and strengths to accomplish all aspects of the commission's scope
- Attend meetings (as called) and promptly respond to member and homeowner inquiries
- Maintain awareness of activities, news, homeowner concerns, and any other information that potentially impacts taxes, assessed and market values or has implications to the property tax and appeal processes
- Actively contribute to the commission's success through thoughtful, responsible, and mindful communication, opinions, and accomplishment of assignments
- Preserve confidentiality of individual homeowner property information

Meetings:

- As required at milestones and with the tax attorney (2x per year at the most)
- Most communication is accomplished by e-mail and telephone

Current Membership:

- Viren Dayal (co-chair)
- Kevin Trush (co-chair)
- Ed Ewing (HOA Board liaison)

REGENCY RULES AND REGULATIONS COMMISSION

MISSION

Reviews and proposes the rules and regulations that relate to activities within the community that affect the community as a whole.

SCOPE

- Identify and/or respond to Board directed issues with the following rules and regulations. Copies of these documents are posted both in Connect and on the regencyhoa.info website:
- Declaration & Bylaws
- Administrative Rules and Regulations
- Architectural & Landscape
- Clubhouse & Common Area
- Election Guidelines
- Enforcement Policy
- Rental Agreement
- Swimming Pool, Pool Deck & Patio

MEMBERSHIP RESPONSIBILITIES

- Actively participate in discussions and provide suggestions to update the rules & regulations for needed changes. Take on drafting, editing and proofreading responsibilities when necessary.
- Below are detailed steps taken when there are significant updates to rules:
 1. Rules and Regs Commission reviews and updates rules.
 2. Updated rules are sent to legal for review.
 3. Commission members update the document based upon legal input.
 4. Updated rules are sent to the Board who need to give approval to be sent out to homeowners for comment.
 5. Homeowners are given 2 weeks to review rules and to comment.
 6. Commission members make any changes based upon homeowner input and will send them to legal for review if there are significant changes.
 7. Commission sends documents to the Board for adoption.

MEETINGS

- We have not established set times for regular meetings. Ad hoc in person or virtual meetings are held when rules and regs. Require updates, due to changes in Village ordinances or issues that arise within the community.

CURRENT MEMBERSHIP

- Commission Chairperson – David Barrash
- HOA Board Liaison – Cindy Zens
- Members – Janet Abri, Sandy Garifo, Jean Mauer and Anita Skotnicki

REGENCY SOCIAL COMMISSION

MISSION

The Social Commission exists to provide quality social activities and fun events for the entire Regency community.

SCOPE

- Identify and support “free” social events and/or expenses that provide food, beverages or entertainment at no cost to residents
- Create and host subsidized, annual parties and holiday social events
- Identify catering solutions, party amenities, and decorations needed for all sponsored events
- Supplement and/or replace necessary kitchen equipment as needed

MEMBERSHIP RESPONSIBILITIES

- Attend all commission meetings, but if a meeting is missed, reach out to another member to learn what was discussed during that meeting
- Actively take part in generating ideas for ongoing events, as well as offering experience, or research, on potentially new social activities to enhance the commission’s effectiveness
- Volunteer by sharing responsibilities to support scheduled activities to promote a smooth, successful event
- Join in on set-up, decorating or clean-up duties on all events; occasionally shop for an event
- Research opportunities for entertainment programs that can strengthen our offerings

MEETINGS

- Regular monthly meetings are held on the second Monday of the month.

CURRENT MEMBERSHIP

- Co-Chairperson – Sue Edelson and Sherry Schnell
- Board Liaison – Barbara Otte
- Members – Diane Agoranos, Cindy Iwanyszyn, Linda Kluth, Sherry Miles, Joanie Pardun, Donna Stone, Toni Suspenzi, Karen Trush, and Kathy White