I. The meeting was called to order at 7:00 pm by President Judy Glazewski.

II. All board members were present:
   President: Judy Glazewski
   Vice President: Tom Krippel
   Treasurer: Beth Murphy
   Director: Len Wiencek
   Secretary: Jerry Spehar (absent)
   EPI Representative: Scott Adler (EPI Area Manager).

Owners present: Jennifer Stone, Sherleen Karchut, John Sokol, Len Wiencek, Tom Krippel, Rita Davis, Judy Glazewski and Beth Murphy

III. Homeowner Forum:
   1) Jennifer Stoner stated she was fined incorrectly pertaining to filing insurance paperwork required and wanted written confirmation from EPI. Scott noted that she already was emailed and should be getting a letter. She also claimed that landscaping issue.
   2) Sherleen Karchut also stated she had Homeowner insurance fine issue and complained about how EPI and the board handled the issue. Landscape issue complaint – pine cones on property. Judy reported that she will be doing monthly property inspections with Acres.
   3) Rita Davis landscape issue with weeds. Judy will report to Acres. Mulch will be done after bush trimming. Sprinklers heads are up and not on; she was told they stay up with pressure and 3200 sprinkler heads can’t be pushed down every time the system comes on. Garbage issue – same issue reported over and over and over about bagging garbage. There is a notice in the Bench BB asking owners to “PIC UP”. (Jerry posted it there a year ago)
   4) Beth responds to Joe’s compliment to Tom. How about compliments. Beth motioned to ask for positive comments from owners (and being required) during the Owner Forum to offset the complaints that come from owners. Judy seconded the motion. The motion was approved unanimously. Judy stated the Homeowner Forum will be amended for the next meeting. Beth stated she will amend the website.

IV. Landscape Update:- Judy Glazewski:
   1) Judy stated we’ve planted 2 new trees by the lake, Autumn Frost Birches.
   2) There is an approved list for work to be done in the next few weeks. She described where the work will be done. She mentioned the $500 credit from Acres.
   3) Judy stated that a monthly inspection will be conducted with Acres. She described the actions she will concentrate on, including the mulching.

V. Approval of Minutes: Beth motioned to approve the May 9, 2016 Board Meeting Minutes, included in the June 2016 Director’s book. Len seconded. The minutes were unanimously approved.
VI. Treasurer’s Report: Beth

1. Beth received the bank recs at the board meeting.
2. Com Ed & Waste Management bills were posted to the ledgers that are paid via electronic payment versus check. There was an increase in the Waste Management monthly fee that was consistent with the contract we have with them.
3. The reversal of the Treasurer’s prior year end accrual of payables was recorded twice, so Beth provided the correcting entry needed.
4. The ACH batch did not get processed because the correction to the ACH batch was not made by Jan. Jan set up the batch on June 13 but that was too late for processing on June 15. Beth hopes to get the correction to process on June 20th.
5. Breakdown of assessments & prepaid between roof and regular assessments. There was an increase to the regular assessments that Beth presumes is due to the fines related to the homeowners’ insurance and census card reporting, and Scott agreed with Beth. Beth hopes the delinquent roof assessments get resolved soon. Some owners switched Prepaid Roof Assessments to regular assessments, but others want checks issued to them, which EPI will be doing.
6. The assessment revenue is correct.
7. Beth did get the financials by the Friday prior to the board meeting. Thanks.
8. Sprinkler & Head Replacement discussion between Beth, Len and Tom. Len provided a receipt from doing volunteer sprinkler work. Volunteers sprinkler start-up saved $2,000, $128,000 overall. Len stated he asked Acres Irrigation to provide labor costs to replace sprinkler heads. He was only quoted at $18.00 per head, nothing else. There was a discussion regarding the maintenance process. Beth requested a year-to-date assessment of sprinkler repairs so she can compute cost savings.
9. The reserve accounts were corrected, as previously requested by Beth
10. The amounts being collected monthly for reserves are going to the asphalt reserve since that’s being started in 2016.
11. Beth provided the board & Scott with her computation of the available cash because we are now spending a lot of money on the siding and driveways. Beth noted we have about $240,000 available cash to pay the bills.
12. EPI said last month that the year-end stuff was all resolved and I was supposed to get info on the resolutions. Beth noted that the prepaids and the receivables have offsetting balances, so that’s a wash. The $140 difference in the Accounts Payable & reserves are now fixed. Account 3001 is now correct as well as Account 32000 and Account 3000 was adjusted. So, Beth is confident that the prior year-end adjustments are now properly reflected in the 2016 ledgers.
13. Beth pointed out that there was a new account created in the ledgers for reconciling balances. Scott noted it is due to the bank reconciliation items being reflected in Quickbook ledgers now by EPI.
14. Beth noted that the volunteers saved the association $2,000 by doing the sprinkler system start-up. Len asked for numbers from Aces about costs to maintain the system. They only quoted $18 for labor to change a head for about 6 minutes of work. The volunteers try to salvage the head by taking them apart and replacing only parts ... and they have done that for about 80% of the repairs. Even when you change the rotor, you have to turn on the system adjust the spray on the new head. So, $50 per head fixed is more appropriate than the $18 price quoted to just replace a head. So, $50 to $180 per repair is more appropriate. Thus, $3,250 for repairs to date is a more appropriate estimate of the cost savings to date this year (in addition to the $2,000 for starting up the system).
15. Need executive session time for insurance and census card issues.
VII. Management Report - Scott

I. Financial:
   A) Statements: Attached
   B) Delinquency: Status

II. Miscellaneous Operating:
   A) Soffit/Fascia Capping - Scott referenced Lang’s progress (finished Mockingbird buildings, 2 left on Mallard, should be done in 2 weeks). Scott noted that complaints about debris were reported to Lang, and Lang reported that the crew is different than last year’s crew. Beth mentioned to Scott about not getting lien releases when payments made to Lang, and reimbursements to Judy was not yet processed yet.
   B) Mulch – Scott referenced the following mulch table. The cost and square footage from Drew’s was updated. The updated cost and square footage is reflected in the table. Scott stated cost per square foot from each contractor. Scott stated there were some owner complaints he discussed them with Acres

<table>
<thead>
<tr>
<th>Mulch Proposal Table</th>
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</thead>
<tbody>
<tr>
<td>Contractor</td>
</tr>
<tr>
<td>Drew’s Landscape/Snow</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Acres Group</td>
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<tr>
<td></td>
</tr>
<tr>
<td>MVD Landscaping, Inc.</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Semmer Landscaping</td>
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<td></td>
</tr>
</tbody>
</table>

1) Beth stated there is a mulch reserve of $15,000 for the first five months of this year. There will be added reserve for the rest of the year (7 months left at $750/month or $5,250) for a total of $20,250. She stated there is a “cushion” to use unassigned reserves, if needed. She stated the amount added by year end.
2) Judy added we would come up short for the 2” application.
3) Beth discussed further sources of funding.
4) There was a board discussion about contractors, with feedback from EPI.
5) Beth motioned to use the 2” application and contractor Drew’s Landscaping/Snow. Len seconded the motion. The motion was approved unanimously.
6) Beth and Judy discussed when Acres will be doing the bushes so Drew’s can be scheduled after bushes are trimmed. Scott will follow up.

C) Landscaping – Landscaping enhancement proposal approved during May board meeting.

D) Sprinkler Head Replacement – This was discussed during Beth’s Treasurer’s Report.

E) Lake Treatments – Scott stated he received confirmation from Environmental Aquatic Management that they have been on the property and treated the lake. He stated he had done an inspection. Beth asked if the contract includes weeds on the rip-rap. Scott stated it did, as well as the Acres contract. Beth stated the north end of the lake, along the “goose fence” had weeds. Scott will follow up with both contractors. Beth suggested a work order system would be better for tracking.

F) Exterior Painting – Scott stated he has the SMS contract and can get work scheduled.
G) Driveway Replacement:
1) Scott referenced a draft copy of the notice for owners. Apex asked for any modifications to the notice before they begin.
2) Scott stated he asked Apex not to start until Lang is finished and out of the way. Tom mentioned he would like a schedule so he can turn those sprinkler sections off and also flag the sprinkler heads by the driveways. Judy had a question regarding notifying police for overnight street parking. Scott stated it was a village ordinance.
3) Beth stated the notice does not include what time cars should be out of the garage. Also should the cars be away from in front of their unit to allow for the contractor’s equipment. There was a discussion regarding updates to the notice. Scott will follow up with the contractor to update the notice. There will be 5 driveways done at a time. Judy asked if garage doors need to be open, and Scott said it would work best with the rollers used, so if home, owners should leave the garage door open on the day asphalt is poured. Notices will be put on garage door frames with colored paper.

H) Drain Tile Repairs -
1) Scott stated he has the signed contract and will forward it to Aces Irrigation and will coordinate in getting the work done.

I) Management Agreement –
1) Scott stated the contract expires at the end of next month. The renewal contract calls for an increase of $516.00/year for a two (2) year term. That comes to $1,117.00/month. For Management attendance at special meetings the fee increased from $40/hour to $50/hour. Beth noted EPI is no longer processing 2 assessments per owner per month, only one.
2) Judy motioned to approve the EPI contract. Tom seconded the motion. The motion was approved unanimously.
3) Scott stated he heard from SMS regarding snow removal. The association contract expired at the end of last season. SMS is proposing another two (2) year contract at no increase in fees, with thirty day cancellation clause. There was board discussion, but no motion was presented. Beth noted that multiple bids should still be considered due to the dollar amount involved.

III. Exterior Modification Requests:
B) Murphy (8921 Mallard) A/C approval letter. The Board of Directors unanimously approved the request via e-mail.
C) Glazewski (18132 Pheasant Lake Drive) Satellite dish approval letter. The Board of Directors unanimously approved the request via e-mail.
D) Ron Sokolowski (8817 Bluebird) Replacement of garage door. The door will match the existing door. Judy motioned to approve the request. Tom seconded the motion. The motion was approved unanimously.
E) Beth had a discussion regarding the content of the approval letter. The letter should be specific to the request. Beth noted that unless we have a written policy on the website that owners can reference, then the approval letter needs to include the policy in the letter that the board discusses during the board meeting. Beth noted the policy should be included even if there was a written policy. Scott noted that rather than put all of the rules and regulations in the letters, they should be referenced. Beth said we need to check if the rules and regs and all of the policies are complete.
**IV. Rule Violations and Appeals:**

A) Census Card Violations:
   1) Scott referenced a list of those that are non-compliant. There are two (2) home owners not in compliance. The non-compliant owners will be discussed during executive session. Beth asked if this was the 2nd notice sent, and Scott said yes. Beth asked about letters including fines for only one month, and she said it was confusing since the fines mentioned do not have a time association with them and since the cumulative total of fines is not noted in the letter. Beth and the board agreed that the future letters should be cleared up ... noting when the fines were started and what the cumulative amount owed is. Beth noted that a copy of the owner ledgers should be sent with the letters. Scott noted that owners ignore the letters, in his experience. So, the board agreed that clarifying the ledgers with the current month’s and the cumulative fines to date.

B) Insurance Violations:
   1) Scott stated there are eight (8) home owners who did not comply with providing certificates of insurance. Scott stated seven (7) owners have been issued reminder letters. Scott noted that reminder letters go out to owners the month before an owner’s insurance is renewed. Then owners can call their insurance company to make sure that they send a notice to EPI about the insurance being renewed. If the owner’s insurance company does not send EPI a notice, the owner will get a violation notice.
   2) Beth requested that all correspondence for 2 owners who complained about how their insurance renewal was handled should be sent via email to all board members so we can check them out. Beth asked that the correspondence be emailed to the board prior to the next meeting and getting the Director books.

C) Violation Letters: None discussed

**V. Miscellaneous Correspondence:** None discussed.

A) Cernicek – Reversal of insurance fine.
B) Cernicek – Thank you to the board for waiving the Insurance Fines.
C) Parker - Reversal of insurance fine
D) Carbajal - Reversal of insurance fine
E) Udarbe - Reversal of insurance fine
F) Suburban Maintenance – Cancellation of contract.
G) All owners were sent the 2015 Year End financial statements and report.

**VI. Sales Summary**: Not discussed.

<table>
<thead>
<tr>
<th>Address</th>
<th>Previous Owner</th>
<th>New Owner</th>
<th>Closing Date</th>
<th>Sales Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>18213 PLD</td>
<td>Chuck/Joyce</td>
<td>Scott/Clau</td>
<td>05/27/16</td>
<td>$245,000</td>
</tr>
<tr>
<td></td>
<td>Gruberman</td>
<td>Stachaez</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**VII. Inspection Report** –

1) Scott stated the inspection report is focused on tuck-pointing. Worst areas were on the entry signs and 183rd fences. Scott will be soliciting bids. Beth noted that tuck-pointing work was included in the reserve study and that the board should look up when this work was planned. In the meantime, the general maintenance & repair expense line will have to be used to covered the areas needing work now.
2) Judy had a question regarding the tree 183rd street tree overhanging the common sidewalk. She stated that tree is scheduled for removal.

3) 8811 Bluebird – Garbage can left out by garage door. Warning letter will be sent.

4) 18132 Mockingbird – Satellite dish wiring is hanging over the roof. Scott will send a letter to correct the wiring.

Dog Damage
1) 8835 & 8837 Bluebird – Board set a date of June 1st to correct these items. The damage has gotten worse. Scott asked the board what deadline should be imposed to having the damage restored. The board agreed on a deadline of July 15th. Warning letter will be sent.

VIII. Work Orders –
1) 18138 Pheasant Lake Drive – W0024344 – Judy stated a tree was planted. Close this work order.

2) 8923 Pheasant Lake Drive – W0024349 - Judy stated tree is scheduled for planting the project is coming up. Close this work order.

3) 18201 Pheasant Lake Drive – W0028077 – Judy stated that Acres stated that this area will settle and nothing will be done to it. Close this work order.

IX. Executive Session –
1) Judy motioned to adjourn the meeting. Tom seconded the motion at 8:21 PM