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
   EPI Representative: Scott Adler (EPI Area Manager).

   Owners present: Barry Barnett, Judy Glazewski, Jerry Spehar, Tom Krippel, Len Wiencek, John Sokol, Sherleen Karchut, Rita Davis and Beth Murphy

III. Homeowner Forum:
   1) Barry Barnett had a positive statement regarding the roofing and gutter project. He brought up the tree ring, in front of his unit, issue and was not satisfied with how it looks. Judy stated in her discussions with the landscape contractor it was stated that the area will settle. No future action will be taken. The driveway project was discussed to Barry’s dissatisfaction. John Sokol had no comments. Sherleen Karchut had notified the village with a concern about a new tree on the parkway, planted by the village. Rita Davis stated she was pleased with the flowers. She also had a concern with regard to the weeds. Judy stated she has discussed that and other issues with the landscape contractor. Rita also stated she has a ceiling leak. Scott will follow up. She also addressed the insurance issue.
   2) Judy restated the policy that there can be no interaction between homeowners and contractors. Violation of this policy could lead to fines.

IV. Landscape Update: Judy Glazewski:
   1) Judy discussed the landscape update. There is a list of removals and replacements, approved by the board, and it will be sent out for bid.
   2) She stated she is starting another list for Spring. She is doing a monthly inspection with Marcie, from Acres Group, and passing on her observations and owners’ complaints to be addressed.
   3) There will be more discussion during the Management Report section of the meeting.

V. Approval of Minutes: Beth motioned to approve the June 13, 2016 Board Meeting Minutes, included in the July 2016 Director’s book. Jerry seconded. The minutes were unanimously approved.

VI. Treasurer’s Report: Beth
   1. The bank reconciliations were provided to Beth at the board meeting, but Beth expressed her concern that there is a reconciliation account still exists that shows an unidentified balance still exists. Scott indicated that EPI found out that one of their staff deposited two checks for assessments that were not also posted to the unit owner accounts by a new
employee. Thus, the reconciliation account has been closed out in July that is showing up on the 6/30/16 ledgers

2. The June Com Ed and Waste Management bills were posted to the Pheasant Lake ledgers.

3. Beth noted that the duplicate reversal of the Treasurer’s year end accruals has been fixed, resulting in only $1,915 left in Accounts Payable which was the bill invoiced by Acres for most of the work done in 2015. Scott confirmed that the expense for this landscaping work was recorded as a 2015 expense. Thus, this invoice for $1,915, which will be adjusted for work not done, will not affect 2016 expenses.

4. The July ACH is set up to process on July 15th.

5. Beth noted the roof versus regular assessments that are delinquent. The roof assessments are a very small portion of the delinquent assessments, with 7 out of the 11 having a balance of $20 due to a late fee. Letters were sent to the owners with $20 balances giving them the opportunity to have that $20 balance waived if they explained why they were late to appeal the fee, but none of the owners responded to the letters. For the prepaid assessments, there is now a zero balance of prepaid roof assessments because checks were issued to pay back the owners. However, Beth did not sign one of the checks and wants to discuss the check during the executive session. If that check is voided, there will be a prepaid roof assessment balance left for one owner.

6. The assessment income reported on the financials is correct.

7. Beth did receive the Pheasant Lake ledgers and financials from EPI via email on Friday. Thanks.

8. Beth reiterated that the 12/31/15 reserves totaled about $205,000, with 62% of them being a result of cost savings from the volunteers doing sprinkler and accounting work through 12/31/15.

9. Beth noted the cash currently available to pay bills (about $222,000) is more than adequate to cover the remaining siding costs and the driveway replacements to be done in 2016. In addition, $3,500 per month of the assessments collected is being allocated to the driveway reserve. Thus, another 6 months of driveway reserves are still to be collected, or a total of $21,000.

10. Beth noted that she received information from Tom Krippel about the sprinkler system work done by he and Len Wiencek to date in 2016 that saves the association considerable funds. Today, they did the sprinkler system startup, fixed 4 wiring problems, fixed 20 broken nipples, and replaced 12 heads, for an estimated cost savings of $6,400 to $6,770 through July 11, 2016. Thanks to our volunteers Tom and Len (the sprinkler guys/jockeys) to help us come in under budget.

VII. Management Report - Scott

I. Financial:
   A) Statements: Attached – Not discussed.
   B) Delinquency: Status – Not discussed.

II. Miscellaneous Operating:
   A) Soffit/Fascia Capping –
      1) Scott stated the soffit/fascia capping project is continuing. There was a delay to allow the contractor to catch up on other jobs. They will return to continue on Bluebird. There was a discussion on the project progress.
      2) Dustin from Lang will take care of the damaged patio table at 8921 Mallard.
3) Scott stated Lang will issue a Lien Waiver when he’s done all of the buildings. The final checks will not be released to the contractor until he receives the Waivers. Scott stated he is doing an inspection as the work is being done.

B) Mulch – Scott referenced
   1) Scott stated he has the contract with him and he will scan it in and send it over to Drew’s Lawn & Snow so we can get on the schedule for mulching.
   2) Drew’s wanted to start right away, but Scott held them off until Acres finishes all trimmings and weather permitting.
   3) There was a discussion regarding Acres’ progress and omissions.

C) Landscaping –
   1) Previously discussed in Judy Glazewski’s landscape overview above in Item IV.
   2) Judy stated the bush list was approved via e-mail and can be sent out for bid.

D) Snow Removal – Scott referenced the snow removal bids in the table below.

<table>
<thead>
<tr>
<th>Contractor</th>
<th>2016/2017 Cost</th>
<th>2017/2018 Cost</th>
<th>Blizzard Clause</th>
</tr>
</thead>
<tbody>
<tr>
<td>SMS</td>
<td>$23,000</td>
<td>$23,000</td>
<td>NONE</td>
</tr>
<tr>
<td>Acres Group</td>
<td>$23,200</td>
<td>$23,665</td>
<td>&gt;8&quot;: $4,640/push</td>
</tr>
<tr>
<td>Drew’s Lawn &amp; Snow</td>
<td>$25,000</td>
<td>$25,500</td>
<td>&gt;10&quot;: Time/Material</td>
</tr>
<tr>
<td>Kineslla Landscape</td>
<td>Declined</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MVD Landscape</td>
<td>No response to Bid Request</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1) Judy had questions regarding the flagging of the fire hydrants in the SMS proposal. Scott explained other items such as relocation of snow during heavy snow fall.
2) Judy motioned to approve SMS. Jerry seconded the motion. The motion was unanimously approved.

E) Lake Treatment –
   1) Scott referenced the weekly inspection report from Environmental Aquatic Management.
   2) Tom had some comments as to the treatment.

F) Exterior Painting – Scott stated that will be scheduled once Lang has completed their work.

G) Driveway Replacement:
   1) Scott stated Apex was supposed to start July 11th on Mockingbird, but he was not notified that Apex was not starting because of weather considerations. Rain would cause a week’s delay to allow for the base to dry.
   2) Scott requested Apex contact him with an update as to when they expect to start.

H) Drain Tile Repairs -
   1) Scott stated that 18134 Mockingbird and 8901 Mallard was completed by Aces Irrigation.
   2) Scott stated one home owner got a notice from the village that they needed a permit to perform the work. Scott notified Aces to follow up on the permit(s) as required by their contracts.

III. Exterior Modification Requests:
   A) Sokolowski (8817 Bluebird): Garage door replacement. The Board of Directors unanimously approved the request.
IV. Rule Violations and Appeals:

A) Census Card Violations:
1) Scott referenced a list of those that are non-compliant.
2) Beth had a question regarding the number of non-compliant owners shown in the Management Report (2) and those shown in the list (1).
3) Scott stated the list might be in error and he will follow up.

B) Insurance Violations:
1) Beth had a question regarding insurance violations: whether the insurance dwelling coverage, shown on the insurance coverage list, was reasonable. She referenced two (2) dwellings that are listed for under $200,000. The rest are shown to be over $200,000.
2) Beth also questioned whether this is an issue for discussion by the board. Scott stated we are not going to get into the discussion what are adequate levels of insurance.
3) There was a board discussion regarding this issue.
4) Scott stated the Declarations states the board is not responsible for setting insurance replacement cost dollar amount requirements.
5) Scott asked if the three non-compliant owners continue to be fined or have the attorney send a letter that they are in violation of the Declaration and Rules. There will be attorney fees chargeable back to the assessment account.
6) Beth suggested another warning letter be sent that states the next action will be from an attorney and the unit owner is responsible for the attorney fee. The board agreed to send one more warning letter.

1) Scott stated the owner states the notices were mailed to the unit and the tenant did not forward the information to him. Scott stated Management’s records show the owner’s offsite address has not changed since 2012 and matches the address he gave in his e-mail as their mailing address. Also the warning and previous letters notifying him of his non-compliance were mailed to his Mokena address, not the unit. The owner is requesting the reversal of the $450.00 in fines.
2) There was a board discussion on this subject. Because the owner repeatedly ignored the census card notices sent to the correct address, the board did not reverse the fines. The census card has been received, and the fine total is $450.00.
3) The board agreed that the unit owner be informed that he is responsible for the fines.

D) Violation Letters: - Previously discussed.

V. Miscellaneous Correspondence:

A) Karchut (18206 Mockingbird) –Scott stated he has a draft letter, regarding proof of insurance, to be sent to the owners stating they were incorrectly fined and the fines have been reversed.

B) Stoner (8820 Bluebird) Scott stated he has a draft letter, regarding proof of insurance, to be sent to the owners stating they were incorrectly fined and the fines have been reversed.
1) Beth had a question regarding the “new system”. Scott explained the difference between the “old system” and the “new system” that is used to track owner notification and compliance.
2) The board unanimously agreed with the content of the draft letter to be sent.
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>
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</table>

No completed sales recorded this period.

VII. **Inspection Report** –

1) **18221 Hummingbird** (Condemnation Sign): Scott stated the neighbor is requesting the association start fining the owner for the condemnation sign. The neighbor states it is impeding his ability to sell his unit. The sign was put up by the village and cannot be removed.

2) There was a board discussion.

3) Scott stated there is nothing the association can do to/in the unit and a lawyer opinion is to leave it alone.

1) **18208 Mockingbird:** Owner complaint lawnmowers are tearing up the lawn. Scott inspected the area and found no signs of damage. Judy stated there is need to trim around the utility boxes. Judy asked who is responsible for trimming around the utility boxes. Scott will follow up with Acres.

1) **8917 Mallard:** Scott will request a quote from Acres for replacement of the rotted timbers. He suggests this be used as a budgeting tool for future replacement of rotted timbers.

1) **18217 Pheasant Lake Drive:** Scott referenced a patch of burned grass along the driveway. An Acres inspection stated it appears to be tire damage. The board agreed to send a violation letter to the owner to have the damaged area repaired by October 1st.

1) **18206 Pheasant Lake Drive:** Regarding retaining wall burned grass. Judy will follow up with Marcie of Acres.

1) **18200 Pheasant Lake Drive:** Owner complaint about tree on the berm making a mess on her patio. No action will be taken.

1) **8937 Pheasant Lake Drive:** Regarding a report from Judy Glazewski about the empty tree ring. Landscape committee to inspect.

1) **8927 Pheasant Lake Drive:** Regarding report of evergreen bushes being dead on the inside. Judy stated holes in the bushes are not noticeable form the street and dead bushes are being replaced at this location. She suggests waiting until Spring to make a determination about the “holey” evergreens.

2) Judy stated she was concerned that Acres does not take care of the dead branches.

**General Landscape:**

1) Beth asked Scott if there is any follow up on trees in the parkway. Scott stated later this year the village is going to inspect all the trees. Scott stated he will follow up with the village to make sure they’re aware of what’s needed for this complex.
2) Jerry had a question about the new trees next to the bench. Judy stated she talked to Alsip and they said wait until Spring and if they don’t come back, Alsip will honor their warranty.

**VIII. Work Orders** –
1) **W0029305:** Regarding cut garden hose and missed trimming. Judy will follow up with Marcie of Acres.
2) **W0029287:** Defective sprinkler repaired. Close this work order.
3) **W0029236:** No action to be taken. Close this work order.

**General Discussion:**
1) Scott, Tom and Len had a general discussion regarding sprinkler system controls and the timing of the driveway project.

**IX. Executive Session** –
1) Jerry **motioned** to adjourn the meeting. Judy **seconded** the motion at 8:15 PM