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

II. Board members present:
   President: Judy Glazewski
   Vice President: Tom Krippel
   Treasurer: Beth Murphy
   Secretary: Jerry Spehar
   EPI Representative: Scott Adler - EPI Area Manager

   Owners present: Judy Glazewski, Jerry Spehar, Tom Krippel, John Sokol, Rita Davis, Beth Murphy and Sherleen Karchut.

III. Homeowner Forum:
   1) Sherleen Karchut stated the lake looks good. She has concerns about marks on the new replacement driveway. Scott will follow up. She also asked about bush trimming. Judy responded and will follow up. Rita Davis stated she was satisfied with the workman who came to inspect her leaky closet. She stated her concern regarding weeds. Judy responded and will follow up. John Sokol had no comments. Beth Murphy she is concerned about bush trimming near her unit. Judy responded and will follow up.

IV. Landscape Update:- Judy Glazewski:
   1) Judy stated planting will be finished by the 14th. She will inspect the week of September 19 – 23.
   2) Judy has given Marcie (landscape representative) our concerns regarding work orders and inspection reports.
   3) Judy mentioned to Scott about wet areas behind 18138 and 18200 Pheasant Lake Drive. There is a large amount of grass damage.
   4) Judy mentioned renovation and dormant pruning and she will get estimates.
   5) Judy asked Scott about a tree ring at 8937 Pheasant Lake Drive. She stated there was a question if it was home owner’s responsibility to restore it. Scott will follow up.
   6) Judy stated Marcie is aware of our concerns and Judy will follow up.

V. Approval of Minutes: Beth motioned to approve the August 8, 2016 Board Meeting Minutes, included in the September 2016 Director’s book. Tom seconded. The minutes were unanimously approved.

VI. Treasurer’s Report: Beth
   1. The Treasurer received the bank reconciliations. She asked that the unresolved reconciling items be taken out of miscellaneous income and put into the new account created for the unresolved items on the bank rec.
   2. The Com Ed and Waste Management bills paid electronically have been posted on the ledgers.
3. Beth questioned the $165 item on the Accounts Payable detail list for a check that has been issued and cashed. Scott will investigate.

4. Lang sent revised bills which should be fixed on Accounts Payable (lower by $20).

5. The September 2016 ACH batch has been submitted.

6. Beth noted the delinquency lists amounts are primary due to fines for census cards and insurance, not assessments. Beth also noted that there is still an owner with prepaid roof assessments because they are still incorrectly paying roof assessments.

7. The assessment income is off by $210 due to refund check to an owner that was voided, per Scott. Beth did not believe that should be the case since the income is based on what is “billed” to the owners’ accounts for all 92 units for assessments; the income is not based on what is collected for assessments. Scott said he would check on this issue.

8. Beth did get financials emailed to her on Friday.

9. Volunteer cost savings paid for siding project this year. 60% of reserves set aside for this year came from the volunteer savings, but they will be gone after the siding is done.

10. Beth explained the negative reserve account balances for the driveways since the all costs were paid before the assessments have been collected. The mulch reserves are also negative since the amount spent exceeded the reserve balance. Beth noted that in 2015, mulch reserves were used to help pay for some landscaping costs, and now it is catching up to us in 2016.

11. Adequate cash is available to pay bills.

12. Sprinkler cost savings due to the volunteers to date were reported by Tom. From 6/1 to 9/7 comes out to a cost saving of about $4,000 for the sprinkler work done by Tom and Len.

13. Drain tile costs will be taken out of Landscape Replacement and charged to reserves, as previously requested.

14. Former owner refund replacement check issue has been resolved.

15. Pheasant Lake was reimbursed for a bill paid to our attorney for a cost that applies to another condo association, not us.

16. A new account for Drain Tile Repairs was set up with a $94 charge to replace a cap. Beth indicated drain tile costs should be charged to reserves. Scott noted that this was a repair and not a capital item but agreed it would be OK to just charge all drain tile costs to reserves since that approach would be less confusing.

17. Scott confirmed for Beth that owners are sent to the attorneys only if they are delinquent on 1 or 2 assessments, not on fines.

18. Beth reported that $40,000 was transferred from the money market to the checking account to cover the remaining siding invoices.

19. Scott agreed that he will be sending the quarterly customized letters to owners who have delinquent account balances with explanations of their balances and a copy of the ledgers included. The letters will be in the Director’s book the next month.

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 Lang is back on the property and there are a couple more buildings on the south side of Pheasant Lake Drive to be completed then do the west side of Pheasant Lake Drive.

2) Beth asked Scott if Lang has been fixing gutters as they work on the siding. Scott stated he had talked to Dustin (Lang) and the gutters are being taken care of.

3) Judy asked Scott if there are a large number of complaints regarding the new gutters leaking. Scott stated that most of the problems are at the corners of the gutters and they weren’t sealed correctly. Beth added she had her brother (who is in the construction business) check the gutter and he said the corners were not caulked properly. Beth stated she is still seeing water dripping.

B) **Landscaping:** –

1) Scott stated he received the contracts from Marcie (landscape representative) for landscape removal.

2) Scott stated there is a dispute regarding the hole in the fence along 183rd street. Scott thinks the hole was made by something be shot at the fence by a lawn mower. Marcie stated she did not think a lawn mower caused the hole based on the location of the hole. Scott provided pictures of the damage. Tom stated that there are spare fence slats in the pump house. Tom stated that he will ask Len to help repair the fence. There was a discussion.

C) **Drain Tile Repairs:** –

1) Scott stated Aces did get the required permits from Tinley Park for the two repairs they did earlier during the summer.

2) Scott received Aces Irrigation’s quote to repair the drain tile at 8821 Bluebird for a cost of $980.00. He also suggested they do the downspout for an additional $300.00 for a total of $1,280.00. There was a discussion by the board members. Tom motioned to approve the $1,280.00 repair. Jerry seconded the motion. The motion was approved unanimously.

D) **Snow Removal:** –

1) Scott stated that the snow removal contract from SMS is signed for the next two (2) seasons.

E) **Lake Treatment:** –

1) Scott referenced the EAM lake treatment reports.

F) **Driveway Replacement:**–

1) Scott stated Apex has the last buildings torn out and will return the Tuesday the 13th. When Apex is finished, Scott will do his final inspection.

G) **Recycling:**

1) Scott stated there is information from Waste Management. Other refuse companies will not provide quotes if they are not primary. Waste Management provided a quote of $3.00/unit/month for a pickup of every other week. They will provide one 96 gallon tote.

2) Scott referenced a copy of an e-mail from Beth summarizing her conversation with Mike Tornow, of Waste Management, explaining their recycling program. Scott asked if the association wants to take on this program.

3) Judy had a question if anybody wanted to opt-out of the program. There was a general board discussion regarding this program. There was a discussion about how to get the unit owners’ opinion about the program.
4) Scott stated that with the board's approval a one page explanation will be included with the election material.

H) **Annual Meeting:**
   1) Scott stated the annual meeting will be in October. He stated he will use the same notice that was used over the past several years.
   2) Beth asked about a different date, other than the 2nd Monday of October.
   3) Judy stated we do not have the village hall or the library. Scott offered using the VFW and Judy will follow up and inform the board of the meeting date and location.
   4) The annual meeting agenda will be the formal voting meeting, first, immediately followed by the regular monthly meeting.
   5) Beth stated the in the meeting the draft budget will be discussed. The budget will be included in the November newsletter for the November meeting.
   6) Scott stated the EPI version of the budget will be ready for Beth by month end.

I) **Parkway Trees:**
   1) Scott stated the village has provided a list of the trees marked “dead”. They will be replanted this fall. The questionable trees will be re-examined next year.

J) **Winterization of the Pond Fountain:**
   1) Scott stated he received a quote from Reindeer’s for the winterization, removal, storage and re-install pond fountain. They’re cost would be $691.50. Tom **motioned** to approve. Jerry **seconded** the motion. The motion was **approved** unanimously.

III. **Exterior Modification Requests:** None submitted

IV. **Rule Violations and Appeals:**
   A) Violation letters:
   1) Zima (18217 Pheasant Lake Drive) Insurance expiration date unusual. Policy renews every March. It’s a continuous policy and notifications are only sent out if there is a cancellation, as per insurance agent.
   2) Jasiczek (18222 Pheasant Lake Drive) Insurance dwelling coverage amount missing.
   3) Courtright (18137 Pheasant Lake Drive) Insurance dwelling coverage amount in question.

   B) Insurance violations:- Not discussed

V. **Miscellaneous Correspondence:**
   A) Zima (18217 Pheasant Lake Drive)
   1) Sprinkler information. Jerry provided Zone and Section timing chart to Scott. Scott will follow up with owner.
   2) Judy mentioned the patch of dead grass alongside of the driveway. Len will follow up on this issue.

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

<table>
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<th>Address</th>
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<th>New Owner</th>
<th>Closing Date</th>
<th>Sales Amount</th>
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<td>18205 PLD</td>
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<td>Gegory Ruzich</td>
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<tr>
<td></td>
<td></td>
<td>&amp; Kimberly</td>
<td></td>
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</table>

VII. **Inspection Report:**
   1) 8901 Bluebird: Storm sewer cover has grass covering it. Tom will get together with Len to come up with a resolution.
2) 8907 Mallard: Owner called in a work order 30076 complaining about the sump pump running continuously, which might be caused by a clogged drain tile. Tom stated the unit owner made him aware of the problem. Tom suggested Aces should come back and look at the problem. Scott will follow up with Aces.

3) 18208 Pheasant Lake Drive: Unit owner has a w/o 30477 requesting the tree be removed. Judy clarified the request as to having the tree trimmed or have the canopy raised. There was a discussion. The unit owner will be informed that no action will take place. The work order was closed.

General Landscape:-
1) Judy stated she discussed the weed in the rip-rap, with Marcie (landscape representative), and she stated it was not the landscaper’s regular crew that did that work. There was a problem with the EPA and now weed killer, around the lake, must be certified by the EPA.
2) Judy stated she also discussed, with Marcie, regarding brown areas, in the evergreens, and that it is ice damage. Judy will follow up to see that the brown areas are cut out. If it is still bad in the Spring then she will consider replacement.

VIII. Work Orders:
1) Leitz (18132 Mockingbird) Water marks in the garage ceiling. Scott stated that a report from Dustin (Lang) stated he did not detect any leak. Unit owner will follow up and report to EPI if there is any change.
2) Petrie (18208 Pheasant Lake Drive) Gutter leaks. Lang has been notified and will follow up.
3) Zima (18217 Pheasant Lake Drive) Burned patch in front lawn area. Len will follow up.
4) Zagajowski (8905 Bluebird) Holes in brick mortar. Scott stated that SMS has been assigned to repair.
5) Stoner (8820 Bluebird) Lack of landscaping. Resolution assigned to Acres Landscaping for 2017. The sprinkler system was turned off for various projects and is fully operational.
6) Bates (8927 Pheasant Lake Drive) New tree on the parkway is leaning. The village was sent documentation.
7) Murphy (8921 Mallard) Damaged patio table. Assigned to Lang Exterior for resolution. The table is still not repaired.
8) Dickover (18220 Pheasant Lake Drive) Severed garden hose. Scott states Acres Landscaping is not taking responsibility. W/O stays open. Judy will follow up.
9) Stehlík (8939 Pheasant Lake Drive) Wood buckling over window. Scott inspected the area and did not notice a buckling, only a slight depression. W/O closed.
10) Judy asked about re-connecting dish cables. Scott stated the workers doing the soffit/fascia will re-attach the cables.
11) Petrie (18208 Pheasant Lake Drive) Tree trimming request. W/O closed. Scott will notify U/O.
12) Gluck (8933 Pheasant Lake Drive) Trimming grass around mail box. Judy discussed this W/O with Marcia. Assigned to Acres Landscaping. Judy also stated she discussed general grass trimming with Marcia.

IX. Adjourn:
1) Jerry motioned to adjourn the meeting. Judy seconded the motion at 8:22 PM