Nov. 26, 2012 Meeting Minutes

I. Call to order – 7:00 P.M.

II. Roll Call
Board members present
President - William Dziallo
VP - Barry Barnett
Treasurer - Elizabeth Murphy
Secretary - Judy Glazewski
Board Member - Jerry Spehar
EPI – Scott Adler
Owners in attendance: April Dziallo, Barbara Scherer, Jim Hansen, Rita Davis, Sue Gietmie, Warren Petrie, Richard Kooy, Ray & Kathy Greenbiel, Jim Gardner, Mike & Roberta Concannon, Carmella Summer, Sherleen Karchut, Julie Carbajal, Gina Williams,

III. Approval of Minutes
Barry motioned to approve the minutes from Oct (previous meeting). Bill seconded the motion. The board unanimously approved the October minutes.

IV. Treasurers Report
EPI reported that there is a corrupted file in the Property Boss System that they are working with the software vendor on to try to recover. They believe this corruption has caused an outstanding deposit dated Oct 16th which has resulted in a negative value to appear on their report. This corruption may also be the reason why some home owners’ assessment balances and the reserve account are in a questionable state. EPI will continue to investigate.

The board has requested that EPI provide the ACH on the 1st of the month for processing on the 15th.

Beth proposed the board agree to pay two monthly assessments for Jerry Spehar in appreciation for the 2012 work he has done in regards to sprinkler repair. His efforts have saved the association thousands of dollars in repair bills. Bill seconded the motion. Jerry recused himself from the discussion and vote. The remaining board members voted unanimously in support of this proposal.

The board received the final adjusted 2011 ledger from EPI.

Legal fees from July have been assigned to the appropriate unit owners.
The board has asked if the director books could be delivered earlier to allow them time to review prior to the monthly meetings. EPI will look into this.

V. Management Report

Budget
Beth motioned to approve the proposed budget that was detailed in the November 2012 monthly newsletter. The motion carried in favor to approve the budget. Vote was 4 to 1.

EPI Contract
The board reviewed the proposed EPI management contract and has asked for the following amendments:
1.) Formally add that if an expense is greater than $250 that the entire board is made aware of the proposed expenditure and that it would require majority rule. This has been done up to now unofficially via email. The president will remain as the primary point of contact.
2.) Allow for EPI to take direction in regards to roofing bids from both the board president and the treasurer.
3.) The timing of the ACH to be initiated is by the 1st of the month to allow the treasurer time to review for execution by the bank on the 15th of the month.
4.) Request to give the treasurer access to EPI electronic financials.
5.) Currently the contract has a state of cancelation clause for EPI. The board would like a similar clause added for the association.
The board motioned to approve the contract as amended. The suggested edits were unanimously approved by the board. Scott will take the recommended edits to EPI and follow up with the board.

Roof Repairs:
8826 Bluebird – $675
Board unanimously voted to approve.

18140 Mockingbird - $1500
Board unanimously voted to approve.

Lake Maintenance
Ken's Pond and Lake Management proposed contact is at a cost of $2,520 payable in three (3) installments on start of service, July 1st. Board unanimously voted to approve.

Ash Trees
The board recommended EPI contact our current landscaper to seek their opinion in regards to ash trees. The village may also need to be consulted. Currently some unit owners have taken it upon themselves to treat the trees on their property in order to save them.
Goose fence
Vandalism continues to occur to the goose fence. The board may consider using a heavier gage line.

Exterior modification requests:

8811 Bluebird - window replacements. Motion to approve by: Beth, unanimously approved.

18216 Mockingbird - Garage door replacement. Motion to approve by: Bill, unanimously approved

8905 Bluebird - Garage door replacement. Motion to approve by: Beth, unanimously approved.

8905 Bluebird - Repair of the front stoop. Motion to approve by: Beth, unanimously approved.

Position of Board Secretary
Judy Glazewski resigned as secretary but will remain on the board as a general director. A motion was made for Jerry Spehar to assume the role of secretary. Motion carried unanimously.

VI. Home Owner Forum

Highlights:

Roofs
One owner question if all unit owners should pay the same for the roof replacements as the size of the roofs is not equal. The board previously sought a legal opinion and the lawyers interpreted the by-laws such that all unit owners could/would be assessed the same amount.

One owner suggested a 20-year roof be considered as it would cost less to keep the assessments lower. Others voiced concern against this.

Some owners would like the regular monthly assessment to have stayed as it was and not reassigning the reserve amount, $12 per month per owner, to the roof budget.

Unit owners suggested looking into loans in hopes that this might allow the roof replacement project to start sooner rather than later and borrow against reserves. EPI looked into loan rates and received quotes of 6.25 to 7%. As
the association has no collateral other than the future assessments, individual home owners have a better chance to get a lower rate. It is already planned that some money will be used from the reserves. This will be used to pay for delinquent units and/or unanticipated costs for contract extras, i.e. plywood replacement, etc.

Unit owners questioned the need for a roofing inspector. This is to ensure that the work contracted is completed to code and consistent with contract specifications.

One unit owner sold their house and wanted to know what needs to be done in regards to the roof assessment. Do they pay it? Or negotiate with buyer? EPI will provide a letter outlining the cost details, but as to who will pay that amount, that is between the seller and buyer to negotiate.

8905 Bluebird – During prior roof repair work at this unit in Oct/Nov, the roofer stated they were going to rod out the gutter / downspout. This has not be done as of yet. EPI will look into it.

No roofing company has been selected as of yet. The board and EPI are still looking into getting additional bids and evaluating all options. Additional discussions will follow.

Dogs
Unit owner mentioned that all dogs should be leashed at all times.

Vacant units
Some owners questioned if certain houses are vacant, rented out or in foreclosure. Due to legalities and privacy issues, the board cannot comment.

Holiday decorations
Does the association decorate the entrance in from 183rd street? No.

EPI Response time
Concerns were voiced in regards to EPI responses time. EPI’s voice mail states that calls will be returned with 24 hours, and in multiple cases, this was not done, especially with regard to incorrect delinquency notices. EPI / Scott will look into it. Calls are supposed to be tracked.
VII. **Adjournment of Meeting**
Motion to adjourn the meeting was made by Barry Barnett, this was seconded by Beth Murphy. Meeting was adjourned and the Board proceeded to Executive session.