Pheasant Lake Townhome Association
Board Meeting Minutes
Date of Meeting: September 9, 2019
Location: Tinley Park Library, 7851 Timber Dr., Tinley Park, IL 60477

Immediately after the Annual meeting adjourned, the Board Meeting was called to order at 7:31 pm by President Judy Glazewski.

Board members attending: Judy Glazewski, Tom Krippel, Beth Murphy, John Sokol, Len Wiencek. Scott Adler was present from EPI.

Other owners in attendance: Rita Davis

Homeowners’ Forum: None held since owner forum just held during annual meeting

Minutes:

Tom motioned and Len seconded approval of the revised minutes of the August 12, 2019 board meeting that were unanimously approved by the board.

Treasurer Report:

Beth handed Scott a check for EPI that she cosigned. Beth also gave Scott a receipt from Tom who should be reimbursed for garbage bags. Beth provided the usual updates about the emailed financials & bank recs, Com Ed and Waste Management bills, that the August ACH was processed August 15, and that the September ACH is set up for processing on the 16th. Beth suggested that Scott check on the older outstanding check noted on the bank rec. Assessment revenue is correct. A summary of the delinquent and prepaid assessments were provided. Beth noted that the volunteer cost savings (for sprinkler labor costs saved and audit fees saved) to date total $156,000, which represents $1,696 PER OWNER. Beth outlined the estimated reserve spending expected for 2019 and also outlined the estimated remaining assessment and expenses for 2019. After all of the planned 2019 reserve spending, Beth reported that the estimated reserves remaining at 12/31/19 is expected to be just under $50,000. Beth noted that the reserve entries were updated through August on the ledgers.

Beth gave Scott feedback on the draft 2020 budget he prepared and informed Scott of additional information that would be needed in order for Beth to prepare her recommended edits to the 2020 budget for discussion at the October 14, 2019 board meeting.

Management Report:

The following topics were presented and discussed by the board with Scott Adler from EPI: tuckpointing/brick replacements on a unit, owner complaint made directly to Elevations and Elevations’ response, bush replacement bids, leaf removal, lake algae, and rule violation and late fee appeals.

The board discussed the tuckpointing/brick replacement bids. Judy motioned and Tom seconded to approve the $1,790 bid from Construction Concepts; the board unanimously approved the bid. The board discussed the bush removal and replacement bids obtained. Judy motioned and Tom seconded the motion to approve the Camhouse Landscape bid of $7,947; the board unanimously approved the bid. Other items were discussed and may be added after inspection of the items in question.
The board discussed whether or not leaf removal after 10/31/19 should be done. No board member motioned their support for incurring additional costs for leaf removal after the Elevations 2019 maintenance contract ends on 10/31/19.

Since no unit owners were present any longer at the board meeting, adjourning to Executive session was not needed to discuss violations and fines.

Judy motioned and Tom seconded reversal of insurance violation fines for 18206 Pheasant Lake Drive and 8830 Bluebird. The board unanimously agreed to reverse the insurance violation fines. Judy motioned and Tom seconded reversal of a late fee for an owner who was hospitalized on the assessment due date; the assessment has been paid. The board unanimously agreed to reverse the late fee.

The board discussed items in the inspection report which included approval for giving a violation warning notice for dog tie-outs located in the common area or the berm (they are allowed only in an owner’s own landscaping beds). A laundry detergent tub located in front bushes needs to be re-inspected to ensure it was removed. It was noted that Julie was out to post flags behind 8901 Bluebird, hopefully due to ComEd finally replacing a sinking transformer.

The board members agreed to retain the same positions: Judy as President, Tom as Vice President, Beth as Treasurer & Secretary, and Len and John as Directors.

Judy motioned to adjourn the board meeting at 8:30 pm, Beth seconded, and it was unanimously approved by the board.