

Chestnut on the Green Phase II HOA
Board Meeting Minutes, March 28, 2017

1. Call to Order

The board meeting of Chestnut on the Green Phase II Homeowners Association was called to order by Jeff Buti at 7:02 p.m. The meeting place was the Village Hall, Indian Head Park, IL. The following board members were present: Jeff Buti, Max Moskal, Dennis Serafini, Keith Plikuhn and Matthew Varchetto. Additionally, Alrick Pivaral, Managing Agent, Hillcrest Property Management, along with one owner was present. A quorum was declared by Alrick.

2. Approval of Minutes

Max noted that the December minutes showed the March 2017 meeting was planned for March 21, whereas the meeting was deferred to March 28 because the room was not available. A motion to approve the previously distributed December 13, 2016 board minutes was made by Jeff, second by Keith, motion approved.

3. Financial Report

Dennis presented an overview of the Association's financial position as of February 28, 2017. We had \$165,420.41 total cash accounts, reflected as \$42,337.16 the Operating account and \$123,083.25 in the Money Market (Reserve) account. Jeff moved that the financial report be accepted, second by Keith, motion approved unanimously.

4. Management Report

Alrick presented the management report:

- R.J. Manietta completed 2016 Income Tax Returns.
- Tree trimming completed; invoice was reduced to \$2,700.
- An overview of service reports, work order requests and violation letters sent was presented in the board packet.
- Census & Insurance forms; 32 units are missing census and insurance forms.

Jeff moved to accept the management report; second by Dennis; approved.

5. Old Business

- a. Dormant pruning. This was completed,
- b. Tree trimming. Jeff moved to approve \$2,700 for payment of the work, second by Max; motion approved.
- c. Norton Roofing. The contract to reroof two buildings (10 units) has been signed and the down payment of \$22,223 was sent to Norton.
- d. Outside electrical repairs at 11008 were complete.
- e. Lag bolts at 11028 was completed.

6. New Business

- a. The five small trees that were removed as part of the tree trimming project need to be replaced. Jeff will request a quote from Matthies.

- b. Roof/gutter cleaning does not appear necessary. The subject is tabled indefinitely.
- c. Driveway replacement. There are funds in the budget for several drives to be replaced. A preliminary assessment is available as to which to replace, and the list will be updated during our April board walk-through.
- d. The board walk-through is scheduled for Saturday, April 15th at 10:00 a.m.

7. Homeowner Forum

- The owner of 11008 requested that we clean his dryer vent screen on the roof. This will be done and all dryer roof vents are to be examined by Douglas Development. Max will talk to Norton Roofing as to better screens that may be used for new roof work to be done by them.

8. Adjournment

The meeting was adjourned at 7:32 p.m.

Respectively submitted,

Max Moskal
Secretary