

## **Chestnut on the Green Phase II HOA**

### **Board Meeting Minutes, June 20, 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 and Matthew Varchetto. Board member Keith Plikuhn was absent. Additionally, Alrick Pivaral, Managing Agent, Hillcrest Property Management, along with one owner was present. A quorum was declared by Jeff.

#### **2. Approval of Minutes**

A motion to approve the previously distributed March 28, 2017 board minutes was made by Jeff, second by Matthew, motion approved.

#### **3. Financial Report**

Dennis presented an overview of the Association's financial position as of May 31, 2017. We have \$163,711.17 total cash accounts, reflected as \$45,645.17 in the Operating account and \$118,066.00 in the Money Market (Reserve) account. Roof work by Norton on two buildings should be completed in a few days and we expect final billing for the roof work which is to be paid from the Reserve account. Jeff moved that the financial report be accepted, second by Max, motion approved unanimously.

#### **4. Management Report**

Alrick presented the management report:

- The roof work by Norton on two buildings in near completion.
- Two warning letters were sent on guest parking violations, and one violation warning on pet waste.
- An overview of service reports and work order requests was presented in the board packet.
- Census & Insurance forms have been received but 12 units are still missing census and insurance forms. Jeff will attempt to contact these owners directly.

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

#### **5. Old Business**

- a. Planting of replacement trees/shrubs in the area south of 11008-12 by Matthies has not yet been completed. Jeff will check on this.
- b. Max presented the updated survey results for future driveway replacements. A total of 8 drives were submitted for replacement this year on a priority basis; Alrick will obtain quotes for review and approval.
- c. Roof dryer vent cleaning. The vents were recently cleaned by Norton Roofing. A motion was made by Max to include funds in the budget for yearly inspection of the roofs, gutters and dryer vents; second by Dennis; motion passed.

#### **6. New Business**

- a. Window leaks at 11022, 11026, 11036, 11040 and 11043 will be repaired by Douglas Development. Previous trial repairs by Douglas were successful. PVC wood will be used for future replacement.
- b. The April 15<sup>th</sup> walk-through punch list was reviewed and found to be complete by Jeff. A follow up walk-through is not planned.
- c. Reserve funds are sufficient for re-roofing the remaining building (11040-48) during 2017. Max is to request an estimate from Norton and Sons with the work to be done September or October. A motion was made by Jeff, second by Max, to move forward with re-roof of the final building; Jeff is to sign the contract when received and the one-third down payment paid, with final payment in November; motion passed.

**7. Homeowner Forum**

- The owner of 11010 complained of the Norton truck being parked over the weekend in the visitor's lot across from her unit. A second complaint by the owner was on the white commercial van repeatedly parking in the visitor's lot. The owner also asked if the board could schedule snow removal for daytime hours. An additional complaint was about cars parking on 72<sup>nd</sup> Street near Wolf Road to meet the school bus at that location. The owner was encouraged to write the Village President regarding parking on public streets.

**8. Adjournment**

The meeting was adjourned at 7:48 p.m.

Respectively submitted,

Max Moskal  
Secretary