

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

### **Board Meeting Minutes, September 19, 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 7:08 p.m. The meeting place was the Village Hall, Indian Head Park, IL. The following board members were present: Jeff Buti, Max Moskal, and Keith Plikuhn. Board members Dennis Serafini and Matthew Varchetto were absent. Additionally, Thomas Purrazzo, 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 June 20, 2017 board minutes was made by Keith, second by Max, motion approved.

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

Tom presented an overview of the Association's financial position as of August 31, 2017.

We have \$116,147.83 total cash accounts, reflected as \$46,738.61 in the Barrington Bank & Trust Operating Account and \$69,409.22 in the Barrington Bank Money Market (Reserve) account. Jeff moved that the financial report be accepted, second by Max, motion approved unanimously.

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

Tom presented the management report:

- Alrick left Hillcrest in late June, now replaced by Tom.
- Tom related the need for homeowners to adhere to the Rules.
- Manietta Business Advisors, CPAs, does annual tax and asked approval for current tax preparation. A motion was made to approve Manietta doing the 2017 tax work at the same cost as last year (\$375) by Jeff, second by Keith; motion approved.

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

- a. Roof work discussion. Max to check with Norton as to 2018 anticipated cost for gutter cleaning and dryer vent cleaning. Max is also to get the anticipated date for beginning roof replacement of the last building, 11040-11048, expected to be during October.
- b. Jeff reported that all planting of shrubs by Matthies in the area south of 11008-12 is complete. Matthies was also asked to bury the downspout at 11056, as a new deck was being built. This was completed.
- c. Driveway replacements, eight units: 11000, 11002, 11004, 11023, 11049, 11050, 11051, 11053. We discussed quotes by six vendors and decided on AMG. We will ask AMG to complete the work within the next 30 days, weather permitting. If the work cannot be done due to weather, we will ask them to defer until 2018 at the quoted price of \$12,430. Motion by Jeff, second by Keith, approved. Tom will convey this to AMG.

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

- a. Gutter cleaning. Norton cleaned the dryer vents this summer. Max to ask for a budget quote from Norton Roofing for roof inspection and cleaning of gutters and dryer vents, as needed in

2018. Jeff moved to have Norton perform this work again in 2018, second by Keith. Motion approved.

- b. Window repairs. Douglas Development has completed repairs of the leakage problem of garage window framing for approximately 12 to 18 units. The cost has been between \$570 and \$700 per unit. Jeff will make a list of those done using the latest waterproofing method. Jeff wants to budget from regular operating funds for completing the work at all remaining units in 2018.
- c. The board will meet for 2018 budget planning on Tuesday, October 10 at 7 p.m. Meeting place at Jeff's address, 11023.
- d. The snow removal contract from Colant has not been received or signed. Tom will get contact them for this as it needs to be signed soon.

**7. Homeowner Forum**

- The owner of 11038 complained on street curb/gutter condition in front of her unit. Jeff advised that this damage has already been reported to the Village, and that work is on their schedule. She also felt the streets needed to be repaved as was done on Flagg Creek Drive. We noted that the Phase I street is 3 or 4 years older than our street. She also asked the board to replace a rotted support post on her deck. Jeff asked Tom to have Douglas Development to repair the rotted post. She also complained that Matthies has damaged the grass in the back of her unit. Jeff offered to call Matthies to request the grass not be cut as short has been done. The owner also complained about trees and shrubs from Edgewood Country Club hanging over. We advised that the cost for trimming will not be addressed by our association.

**8. Next Meeting**

Annual and next regular meeting, December 12, 2017.

**9. Adjournment**

The meeting was adjourned at 7:57 p.m.

Respectively submitted,

Max Moskal  
Secretary