

Westlake Townhome Owners Association

Board of Directors Meeting

April 19, 2023

Minutes

1. CALL TO ORDER

Carla Kurtz called the meeting to order at 7:00 PM.

Present: Carla Kurtz, Tim Cherwin, Edward Dosz, Steve Hochberg, John Pappanduros, Carol Lemke, Jim Lennon

Association Manager: Paul Henderson

Absent: None

Financial Consultant: Mike Grilli (Present)

Pledge of Allegiance

2. APPROVAL OF MINUTES –

Tim Cherwin made a motion to approve the Minutes from the March 15, 2023 Board of Directors Meeting. John Pappanduros seconded the Motion. Discussion: None

Vote:

Hochberg Aye

Cherwin Aye

Kurtz Aye

Lennon Abstain

Dosz Abstain

Lemke Aye

Pappanduros Aye

The Minutes from the March 15, 2023, Board Meeting are approved.

Report from the Bloomingdale Police Department

The Bloomingdale Police were not in attendance.

3. FLOOR INQUIRES

A. General Comments

None

B. Violations

Ms. Onak from 201 Oakwood Lane received a violation for trash cans being out after pickup day. She stated that she was out of town and her nephew forgot to bring them in. Edward Dosz made a motion to waive the trash violation at 201 Oakwood Lane. Steve Hochberg seconded the motion. Discussion: None Vote:

Hochberg Aye

Cherwin Aye

Kurtz Aye

Lennon Aye

Dosz Aye

Lemke Aye

Pappanduros Aye

The motion is passed.

4. COMMITTEE REPORTS

a. Exterior Maintenance

Tim Cherwin reported that spending was \$3,127 for the month of March. The exterior budget is approximately \$131,090.00 over budget for the year. The 2023 projects will be spread out throughout the spring and summer to help with cash flow. Tim noted that the unanticipated garage door project along with wood replacement during the roofing project is reason for the overage in the budget.

b. Landscape Maintenance

Jim Lennon reported that landscaping was under budget for the year by \$69,000.00. Spring clean up is underway and mowing will begin shortly. Snow removal is done for the year and all events have been paid for. For the month of March landscaping spent \$3,200.00 on tree maintenance.

c. Rules Committee

No Report

d. Social & Recreation Committee

The garage sale will take place on June 23 and 24 this year. It was mentioned that we could include the garage sale dates in the Almanac in the future. Food options for the Annual Corn Roast are being looked into.

e. Finance and Treasurer's Report

Mike Grilli reported for the month of March. Expenses were \$47,000.00. That left a surplus for the month of \$53,250.00. The current year to date deficit is \$285,000.00. Cash and investments were up \$65,200.00. Receivables were down \$11,500.00. Assets were up \$53,400.00. Total equity was up \$53,250.00. Delinquencies were down eight units and \$857.00.

f. **Nominating Committee**

Tim Cherwin reported that four positions were up for election in June 2023.

g. **Clubhouse Decorating Committee**

No Report

h. **Garden Committee**

No Report

5. **OLD BUSINESS**

A. Tabled Violation

No members were in attendance for tabled violations.

B. Clubhouse Hours Discussion

Tim Cherwin reported that he has made a spreadsheet regarding the clubhouse usage. Report attached to the minutes. Tim reported that very little impact will be seen in the wintertime. Summer would have a larger impact. The Board is considering cutting the hours by one hour each day during the winter months. It was noted the Bunco times may also need to be adjusted in the winter months. The reason for looking at cutting hours is an effort to save money to continue with the ongoing projects around the association.

6. **NEW BUSINESS**

A. Written Violation Notices

Nasar Farooqui from 232 Willow Lane submitted a request to waive the fine for trash cans being out the day after pickup. Letter attached to the minutes. He stated they were at the hospital and could not bring them back in.

Jim Lennon made a motion to waive the fine for 232 Willow Lane for a trash can violation. Tim Cherwin seconded the motion. Discussion: None. Vote:

Hochberg	Aye
Cherwin	Aye
Kurtz	Nay
Lennon	Aye
Dosz	Aye
Lemke	Aye
Pappanduros	Nay

The motion is approved.

B. 2023 Painting Project Labor Approval

The exterior maintenance committee recommend approving the proposal from J&L Commercial Services to complete the 2023 Painting Project for a price not to exceed \$68,110.00. Tim Cherwin made a motion to accept the proposal from J&L for Painting.

Jim Lennon seconded the motion. Discussion: None. Vote:

Hochberg	Aye
Cherwin	Aye
Kurtz	Aye
Lennon	Aye
Dosz	Aye
Lemke	Aye
Pappanduros	Aye

The motion is passed.

C. 2023 Paint Project Material Approval

The exterior maintenance committee recommends approval of the paint material quote from Sherwin Williams for the 2023 Painting Project. The price will be \$14,830.27. Tim Cherwin made a motion to accept the quote from Sherwin Williams. Jim Lennon seconded the motion. Discussion: None. Vote:

Hochberg Aye
Cherwin Aye
Kurtz Aye
Lennon Aye
Dosz Aye
Lemke Aye
Pappanduros Aye
The motion is passed.

D. 2023 Woodwork Project Labor Approval

The exterior maintenance committee recommends approving the quote from J&L Commercial Services for the 2023 woodwork project labor for a price not to exceed \$18,786.00. Tim Cherwin made a motion to accept the proposal from J&L Commercial Services. Jim Lennon seconded the motion. Discussion: None. Vote:

Hochberg Aye
Cherwin Aye
Kurtz Aye
Lennon Aye
Dosz Aye
Lemke Aye
Pappanduros Aye
The motion is passed.

E. 2023 Woodwork Project Material Approval

The exterior maintenance committee recommends accepting the proposal for the 2023 woodwork material bid from Hines Lumber for a price not to exceed \$2208.00. Tim Cherwin made a motion to accept the proposal from Hines Lumber. Jim Lennon seconded the motion. Discussion: None. Vote:

Hochberg Aye
Cherwin Aye
Kurtz Aye
Lennon Aye
Dosz Aye
Lemke Aye
Pappanduros Aye
The motion is passed.

F. Drainage and Soil Proposal Approval

The landscape maintenance committee recommends accepting the proposal for drainage and soil repairs submitted by Premier Landscape for a price not exceed \$4395.00. Jim Lennon made a motion to accept the proposal as stated by Premier Landscape. John Pappanduros seconded the motion. Discussion: None. Vote:

Hochberg Aye
Cherwin Aye
Kurtz Aye
Lennon Aye
Dosz Aye
Lemke Aye
Pappanduros Aye
The motion is passed.

G. Bookkeeping Contract Renewal

The finance committee recommends approval of the bookkeeping contract from Aurea Busuego for bookkeeping services from April 1, 2023 to March 31, 2024 for a monthly fee not to exceed \$2710.00. Tim Cherwin made a motion to accept the proposal from Aurea Busuego for bookkeeping services. Edward Dosz seconded the motion.

Discussion: None. Vote:

Hochberg Aye
Cherwin Aye
Kurtz Aye
Lennon Aye
Dosz Aye
Lemke Aye
Pappanduros Aye
The motion is passed.

7. ADJOURNMENT

The Meeting was adjourned at 8:34PM. The next Board Meeting is scheduled for Wednesday May 17, 2023, at 7:00 PM.

Minutes Recorded by Paul W. Henderson