

Westlake Townhome Owners Association

Board of Directors Meeting

April 16, 2025

Minutes

1. CALL TO ORDER

Jim Lennon called the meeting to order at 7:00 PM.

Present: Jim Lennon, Carla Kurtz, Alexis Kalish, Steve Hochberg, Tim Cherwin, Becky Davis

Association Manager: Paul Henderson

Absent: John Pappanduros

Financial Consultant: Mike Grilli

Pledge of Allegiance

2. APPROVAL OF MINUTES –

Becky Davis made a motion to approve the Minutes from the March 19, 2025, Board of Directors Meeting. Jim Lennon seconded the Motion. Discussion: None

Vote:

Davis	Aye
Cherwin	Aye
Kurtz	Abstain
Lennon	Aye
Hochberg	Aye
Kalish	Aye
Pappanduros	Absent

The Minutes of the March 19, 2025 Board Meeting are approved.

Report from the Bloomingdale Police Department

The Bloomingdale Police were not in attendance.

3. FLOOR INQUIRES

A. Violations

None

B. General Comments

Julie Parent from 354 Colony Green Drive voiced concerns regarding her neighbor not picking up after their dog and other issues. The Board stated they been receiving fines for not picking up the dog waste and was directed to call the Health Department.

4. **COMMITTEE REPORTS**

a. **Exterior Maintenance**

Tim Cherwin reported that spending for the month of March was \$1136.00. Exterior Maintenance is \$9585.00 over budget at year end. Planning and timing of the upcoming projects is underway and will be starting up as planned weather permitting. The Garage Door project will hopefully also be restarting this year.

b. **Landscape Maintenance**

Jim Lennon reported for the month of March that we only had two serviceable snow falls this winter. Spending for the month was \$20,733.00. The first round of weed and feed has been completed and core aeration will be starting soon.

c. **Rules/Facebook Committee**

John Pappanduros was absent. The Facebook page is trying to keep resident's informed on projects and commonly asked questions.

d. **Social & Recreation Committee**

Alexis Kalish and Becky Davis reported the 2025 garage sale will take place on June 20 and 21 this year. They are looking at holding a clothes swap in June. The committee is also looking for ideas for new events for the upcoming year.

e. **Finance and Treasurer's Report**

Mike Grilli reported for the month of March. Expenses for the month were \$68,157.00. We had a surplus for the month of \$45,371.00. We have a year-to-date deficit of \$11,340.00. Cash was up \$55,000.00. Receivables were down \$10,000.00. Assets were up \$45,500.00. Liabilities were up \$142.00. Delinquencies were down nine units and down \$4,300.00.

f. **Nominating Committee**

Tim Cherwin reported the Steve Hochberg and Becky Davis are up for election this June. Resumes need to be submitted to the office no later than April 25, 2025.

g. **Clubhouse Decorating Committee**

No Report

h. **Garden Committee**

i. No Report

5. **OLD BUSINESS**

A. Tabled Violation

No members were in attendance for tabled violations.

B. Yoga Classes

The first yoga class will take place on May 6th from 6:30pm until 7:30pm. Donations will be accepted at the class. Sarah Foggy will be the instructor.

6. NEW BUSINESS

A. Written Violation Notices

None

B. Parking Lot Repair Quote

A quote from Professional Paving was reviewed. The parking lot needs four areas ground out and replaced to help extend the life of the parking lot including crack filling and sealing with restriping after sealing is completed. The total cost of repairs and sealing will be \$20,703.00. Tim Cherwin made a motion to approve the repairs as stated. Jim Lennon seconded the motion. Discussion: None Vote:

Davis	Aye
Cherwin	Aye
Kurtz	Aye
Lennon	Aye
Hochberg	Aye
Kalish	Aye
Pappanduros	Absent

The motion is approved

C. Insurance Renewal Quote

A renewal quote from Kamm Insurance was reviewed for the professional liability insurance. The cost for the year will be \$974.00. Tim Cherwin made a motion to approve the quote as presented. Becky Davis seconded the motion. Discussion: None Vote:

Davis	Aye
Cherwin	Aye
Kurtz	Aye
Lennon	Aye
Hochberg	Aye
Kalish	Aye
Pappanduros	Absent

The motion is approved

D. Paint and Woodwork Projects

A quote from J&L was discussed regarding the upcoming woodwork project and paint project. The labor for the painting project (73 units) will be \$52,925.00. The labor for the woodwork project (73 units) will be \$16,700.00. Becky Davis made a motion to approve the painting and woodwork project as presented. Alexis Kalish seconded the motion. Discussion: None Vote:

Davis	Aye
Cherwin	Aye
Kurtz	Aye
Lennon	Aye
Hochberg	Aye
Kalish	Aye
Pappanduros	Absent

The motion is approved

E. Mulch Project Approval

A quote from Premier Landscape was reviewed. The proposal to mulch all the common area beds and tree rings will cost \$15,000.00. It was noted that the mulch will be supplied by the Village of Bloomingdale. Jim Lennon made a motion to approve the mulch project as presented. Tim Cherwin seconded the motion. Discussion: None Vote:

Davis	Aye
Cherwin	Aye
Kurtz	Aye
Lennon	Aye
Hochberg	Aye
Kalish	Aye
Pappanduros	Absent

The motion is approved

F. Audit Engagement Letter

The audit engagement letter was presented from PBG Auditors. The letter represents a two-year commitment. The cost for the first-year audit will be \$10,800.00. Year two will be \$11,000.00. Tim Cherwin made a motion to approve PBG to perform the audit for the next two years. Becky Davis seconded the motion. Discussion: None Vote:

Davis	Aye
Cherwin	Aye
Kurtz	Aye
Lennon	Aye
Hochberg	Aye
Kalish	Aye
Pappanduros	Absent

The motion is approved

G. Bookkeeping Contract

Aurea Busuego submitted a bookkeeping contract for the term of 4-1-2025 to 3-31, 2026. No changes have been made to previous year's contracts. The monthly fee for bookkeeping will be \$2975.00. Tim Cherwin made a motion to approve the bookkeeping contract as presented. Jim Lennon seconded the motion. Discussion:

None Vote:

Davis Aye

Cherwin Aye

Kurtz Aye

Lennon Aye

Hochberg Aye

Kalish Aye

Pappanduros Absent

The motion is approved

7. ADJOURNMENT

The Meeting was adjourned at 7:23PM. The next Board Meeting is scheduled for Wednesday May 21, 2025, at 7:00 PM.

Minutes Recorded by Paul W. Henderson