

Board of Directors Meeting Minutes- May 13, 2019

Call to order

The regular meeting was called to order at 7:00 pm by Lee Reiff, President of the Board of Directors (BOD)

Roll Call

A roll call of BOD members was called by Lee Reiff. Present were Sean Patterson, Secretary; Loretta Kartch and Harry Young, Director. Managing Agent, HSR provided no representation.

Reading of the minutes

The minutes of the February 11, 2019 meeting were read aloud by Sean Patterson. Harry motioned to accept the minutes and Loretta seconded. Minutes, as read, were approved by all board members.

Financial Report

Loretta Kartch presented the Financial Report as of 5/13/2019, showing the assets of the Association are as follows:

Checking account	\$7,974.07
Reserve account	109,351.22
Certificate of Deposit	19,594.03
Outstanding Accounts Receivable	4,400.00
Total Assets:	\$139,359.32

Sean motioned for acceptance of the financial report and Loretta seconded. The financial report, as read, was approved by all board members.

Old Business

Dryer vent cleaning

Dryer vent cleaning will begin on 5/20.

Bird Cages

Bird cages are optional and will be installed for those that have pre-ordered them. Color will be white.

Landscape sprinkler repairs

Some repairs are needed:

7722 – burst pipe to be capped. Small expense.

7710 – broken pipe needs replacing (est. \$500)

New Business

Sprinkler repairs – 7722 Building

All repairs are complete, with the exception of one unit that needs windows replaced.

Cameras

Due to other large expenses, cameras are being tabled for the time being. Garage door open dwell time is being reduced from between 30 and 40 seconds currently to 15 seconds for all buildings. All residents are asked to be vigilant about making sure doors are secured when leaving and keeping an eye out for suspicious persons.

New Business

Neil Mauriello resignation

Neil has decided to resign as Treasurer due to other personal commitments. The board thanks him for his service and wishes him the very best. Loretta Kartch will take over the post of treasurer. Donna Balta will join the board as Director at large, taking over Loretta's previous post.

ComEd Energy survey

ComEd recently completed a survey of the energy usage in the common areas of our buildings and provided a plan to the board that will result in thousands of dollars in energy savings. This plan involves replacing light bulbs in the hallways, garages and parking lots with energy efficient LED light bulbs. All the new light fixtures, bulbs, and other equipment as well as the planning services are being provided at no cost to the association or its members.

Garage power-washing/stripping

For some time, members have expressed a desire to have the garage floors washed and restriped, since the lines and numbering have become rather worn. The board has done some preliminary legwork to investigate cost. During the meeting, various suggestions were made:

- Could we finance the work via a special assessment? It was also suggested that a special assessment should only be used for emergency or unplanned expenses and that this type of work should be budgeted.
- Do we need to wash the floors, or could they just be swept?
- Could the board rent a washing machine and do it ourselves?

Garage cracks

Board to investigate epoxy repair.

Commendation

Residents Carrie Czarniak and Pam Romanowski wish to commend Lee Reiff for all her assistance in the wake of the 7722 flood that occurred over the Winter. Lee was an immense help to all the affected residents.

Change in Management

The board has decided to secure the services of a new management company to handle the accounting and maintenance for Brookside East. The contract with SP Management, of Tinley Park IL begins on August 1st 2019. Sandy Dittman will be our account supervisor. Introductory packets are being mailed soon. During the meeting some members had questions about why the change was made. The board was dissatisfied with the day-to-day handling of some aspects of our business as well as the communication and availability of our account manager. When the board began reviewing potential candidates, SP Management was able to promise us a greater degree of oversight, lower management fees, and a greater understanding of the

unique challenges our property presents due to their also managing the adjacent property at Brookside Place.

Wish List

- Garage Cameras
- Repair garage cracks
- Repair garage service doors
- Power-washing/restriping garage floors

Adjournment

The meeting was adjourned at 7:50pm (Motion: Loretta/Sean)