

## Board of Directors Meeting Minutes – February 10, 2020

### 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 was called by Lee Reiff. All BOD members were present and Sandy Dittman was present, representing Managing Agent - SP Management.

### Reading of the minutes

The minutes of the 11/11/2019 meeting were made available to the board and posted to the website in draft. Motion to officially accept the minutes made by Donna and seconded by Loretta – PASSED unanimously by the board.

### Financial Report

Loretta Kartch presented the Financial Report as of 2/10/2020, showing the assets of the Association are as follows:

Checking accounts	8,558.67
Reserve account	122,104.21
Certificate of Deposit	19,623.44
<b>Total Assets:</b>	<b>\$150,286.32</b>

Motion made by Sean to accept the financial report and seconded by Donna – PASSED unanimously by the board.

### Old Business

#### Power-washing

Sandy - Four proposals received for cleaning the garage. Three will not paint.

Three Men and a Hammer - more expensive but will paint lines too.

Is painting needed? Sean - Lines are worn and may be further peeled by washing Sandy said that the washing done in Brookside Place did not damage the lines. Our lines are already worn though. Sean wants to be sure that any quote that is accepted explicitly lists sweeping first and protecting the lockers from dust/water damage during cleaning.

#### Leaking lobby windows

Need to seal/caulk the windows or perform tuckpointing to prevent the water coming in.

### New Business

#### Landscaping

- Installation of bushes will begin in the spring. need to get on Nogas schedule.

- Tree in the island in front of 7710 needs removal and replacement – Mentioned by Harry. Lee adding to the list.

#### Tax Return

- Sean - Do we just need the return done, or do we need an audit as well? Sandy - this costs an additional \$2200) BOD will discuss in workshop whether we need a full audit next year.
- Too late to consider an audit for this year so we will just do the tax return for tax year 2019. Loretta made a motion to approve getting taxes done by Cobitz Vandenberg and Fennessy CPA's which was seconded by Donna and unanimously PASSED by the board.
- Complaint received from a resident about cold garage (7716)– Thermostats in all buildings are set correctly. This may be due to a lot of traffic in and out of the garage at that particular time.

#### Proposed Change to Bylaws Limiting Renters

- Letter will be going out to all owners seeking a preliminary vote. A full legal vote during a meeting will be required to make if official. This letter is just to gauge support.
- Need 75% approval of all owners (48 of 64 units)
- Blackwater would always be able to rent their units.
- Current leases allowed, but no new leases to be permitted.
- Current by-laws have no limits on rentals
- Sandy - There are insurance concerns if our percentage of owner occupied units drops below 80%. It could cost us more for our master policy.

#### Rules and Regulations

- Rules and regulations need to be sent to new renters.
- Leases need to include language requiring compliance.

#### Safety and security ("Lock it or Lose it")

- Tinley Park has experienced a recent uptick in property crimes.
- Be aware of your surroundings and watch out for suspicious people on the property.
- Challenge unknown people – if you see something say something. Call 911 if necessary.
- Consider keeping your garage remote and vehicle documents (registration, insurance, ID on your person instead of in your glovebox to prevent residential burglary should your vehicle be stolen.

#### General Maintenance

- Buildings now have new brooms and long-handled dustpans in garages. They are labeled with building numbers.
- Thermometers are now on the cages for monitoring the garage temperature. Call management if there is a problem.
- Property signs (No trespassing) are crooked. Will be cemented in to the ground in spring.

#### Mail Delivery issues

- Mail has been getting delivered in error more frequently as of late. (wrong boxes, wrong buildings, etc.) USPS said we will be getting a new permanent mail carrier soon. In the

Brookside East Condominium Association  
Board of Directors

brooksidebod@gmail.com

meantime, if you get another resident's mail, please be a good neighbor and walk it over to them or put it on the shelf in their lobby.

## Adjournment

Meeting was adjourned at 7:31pm.