

2024-05-13 Board Minute Minutes for Maryknoll Townhomes Owners Ass'n

- Directors Present - Bob O, John F, Gary K, Paula O, Emery A , Bob F,
- Directors Absent - Joe S
- REIS - Charles Freitag
- Homeowners present - none

1. **Call to Order** - 6:02 pm

- a. Quorum declared

2. **Open Forum** (Two minutes each.)

- a. None present

3. **Review of the Agenda**

- a. Agenda approved

4. **Secretary's Report**

- a. Approval of Previous Meeting Minutes - APPROVED
- b. Website Updates -
 - i. Discussion of how it looks
 - ii. Regulation of Exteriors comments from lawyer - deck staining, trim maintenance, intro paragraph - Bob O's position endorsed by Board:
 - i. keep intro para;
 - ii. two citations to Section 13 of Declaration added as recommended;
 - iii. Board decided to keep responsibility for deck staining against the advice of the lawyer, to ensure consistency in color and condition, and chart will reflect that.
 - iv. As for trim repair, it's a homeowner responsibility and the chart will so indicate, but Board routinely voluntarily undertakes it in connection with painting.
 - iii. Board approves sending the website around to residents once Charles updates the paint and stain page and sends to Bob
- c. Newsletter – discussion, perhaps use it to announce social things and not post it on the website because of privacy. To be discussed later

5. **Treasurer's Report**

- a. Chase bank account amounts as of 4/30/244.

\$99,780	Checking (includes a \$10,000 deposit from a title company for delinquent HO fees)
<u>\$48,898</u>	Reserve
\$148,678	Total

The Reserve account monthly deposits of \$3,275 are up to date.

b. Opportunity to invest extra Funds - CDs -

- i. Checking - Bob F recommends buying two \$35,000 FDIC-insured two-month CDs, one now and one a month from now - a rolling system so we're never more than a month from an infusion of cash from an expiring CD
- ii. Reserve - Bob F recommends buying two \$25,000 FDIC-insured two-month CDs, one now and one a month from now - rolling system

- iii. Board APPROVES the foregoing

6. Community Association Manager Report

- a. 2024 Meeting Dates
 - i. 6/24 Regular board meeting - 6:30 pm - delayed from normal schedule
 - ii. 7/8 Brief board meeting - 6:00 pm
 - iii. 8/12 Regular board meeting - 6:30 pm
 - iv. 9/9 Brief board meeting - 6:00 pm
 - i. (Budget Preparation Meeting)
 - v. 10/14 Regular board meeting - 6:30 pm
 - vi. 11/11 Annual Meeting (6:30 PM / In Person -Health Track booked.
 - vii. December meeting?
- b. ARC Requests
 - i. 841 Seminary application to install new A/C condenser - APPROVED
 - ii. 838 Seminary - Window replacement - APPROVED
- c. Emergency Contact List -
 - i. Charles circulated a draft. We have 22 out of 43 - deferred
- d. Insurance Certificates from Unit Owners -
 - i. Charles circulated a draft. We have 18 out of 43 - deferred.
- e. Light Pole Replacement and Insurance Claim
 - i. Waiting on delivery
- f. Insurance Policies
 - i. Why do we have a mortgagee listed (Compass Mortgage)?
 - ii. Charles will request an updated certificate of insurance.

7. Committee Reports

- a. Landscaping
 - i. Lupe contract - \$5,250 for 7 months at \$750 a month - APPROVED
 - ii. Bill for \$500 of repairs from Cypress - a few sprinkler heads, and a valve - already covered in the sprinkler budget. No need to approve
 - iii. Cypress - aeration and grub - we did last year; we got one free aeration last fall for signing the contract.
 - 1. Grub is \$1,800 to do this year - APPROVED. (We may be under budget on the painting enough to pay for grubs this year.)
 - iv. Tree Walk with Kramer Tree & IL Tree - Emery report deferred until June
 - 1. Tree Health Report
 - 2. Tree Removal Proposal
 - 3. Tree Trimming Proposal
 - v. Complaint about Cypress - overcutting at 833 N Driveway - to be discussed with Cypress later this week
 - vi. 843 Seminary landscaping concerns - Gary K. did work in the backyard, and it will be tested in the next few days by rain coming
 - 1. It was emphasized that drainage issues are not HOA responsibility

b. Streets & Driveways

- i. Sealcoating Proposals for Summer 2024 - deferred until June
 - 1. Streets
 - 2. Driveways
 - 3. Paths

c. Building

- i. Painting Buildings 7 and 9 in 2024, Pacer starting week of June 4
- ii. Decks to be Stained in Buildings 8 and 10 - Pacer will do after the painting
- iii. Moss on bricks - homeowner responsibility - include in next newsletter

8. Old Business

- a. Deferred

9. New Business

- a. Deferred

10. Executive Session

- a. None needed

11. Adjournment - 7:00 pm