

2024-06-24 Draft Board Minutes for Maryknoll Townhomes Owners Ass'n

- Meeting Location: Zoom
 - Directors Present - Paula O., Joe S., Bob F., Bob O., Gary K., Emery A.
 - Directors Absent - John F
 - REIS - Charles Freitag
 - Homeowners present - none
1. **Call to Order** - 6:31 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. Paint & Stain Specs - need update from Charles before I can send around
 - c. Declaration Section 11 (Maryknoll Estates) - typo in the Declaration - we will leave it for now since it will take unanimous consent of all homeowners
 - d. Newsletter – ok so far
 5. **Treasurer's Report**
 - a. Chase bank account amounts as of 6/21/24.
\$ 111,627 Operating cash
\$ 52,173 Reserve cash
\$163,800 Total
The Reserve account monthly deposits of \$3,275 are up to date.
 6. **Community Association Manager Report**
 - a. 2024 Meeting Dates
 - i. 7/8 Brief board meeting - 6:00 pm
 - ii. 8/12 Regular board meeting - 6:30 pm
 - iii. 9/9 Brief board meeting - 6:00 pm
 - i. (Budget Preparation Meeting)
 - iv. 10/14 Regular board meeting - 6:30 pm
 - v. 11/11 Annual Meeting (6:30 PM / In Person -Health Track booked.
 - vi. December meeting?
 - b. ARC Requests
 - i. 854 Seminary - Garage Door Trim - Pacer is doing the painting, the resident pays - APPROVED
 - ii. 832 N Driveway - Basement window - APPROVED
 - iii. 869 Seminary -
 - i. Landscaping - new redbud trees, buried white PVC drain pipe - APPROVED

- ii. Paver pad for grill which would be outside the line of the deck - DISAPPROVED as inconsistent with the rest of Maryknoll
- c. Emergency Contact List -
 - i. Still incomplete - 32 at present
 - ii. Paula to call the people who haven't submitted
 - iii. We will escalate if necessary after Paula calls
- d. Insurance Certificates from Unit Owners -
 - i. Still incomplete - 32 at present
 - ii. Paula to call the people who haven't submitted
 - iii. We will escalate if necessary after Paula calls
- e. Light Pole Replacement and Insurance Claim
 - i. Waiting on delivery
 - ii. Association has received funds from the insurance company
- f. Insurance Policies
 - i. Why do we have a mortgagee listed (Compass Mortgage)?
 - ii. Email received from Anna at the insurance agent confirming that the mortgagee is no longer listed on our policy
 - iii. Charles to distribute the letter/certificate when received

7. Committee Reports

- a. Landscaping - Emery
 - i. Proposal from Illinois Tree to remove 4 trees and trim every tree on the property in the fall - \$9,500 - TABLED until July meeting and clarification from Illinois Tree
 - 1. 851 Seminary Circle
 - 2. 853 W Driveway
 - 3. 834 N Driveway
 - 4. 828 N Driveway
 - ii. Courtyard Path & Landscaping - no news
 - iii. Cypress Proposals
 - 1. Core aeration - TABLED - we got a freebie with the contract renewal
 - 2. Grub control \$2,100 - APPROVED
- b. Streets & Driveways -
 - i. Asphalt Repair Walkaround for Summer 2024 - need to schedule a walkaround with John F and/or Gary
 - ii. Sealcoating Proposals for Summer 2024 - \$11,365 proposal - need to schedule a walkaround with John F and/or Gary
 - 1. Streets - crack filling and sealcoat
 - 2. Driveways -
 - 3. Paths -
- c. Buildings -
 - i. Painting Buildings 7 and 9 in 2024 - started today and will take a few weeks
 - ii. Decks to be Stained in Buildings 8 and 10 - done -
 - iii. Power Washing is homeowner responsibility - was included in last newsletter

- iv. Masonry Repair is homeowner responsibility - was included in last newsletter

8. Old Business

- a. Joe S raises a question about the broken bench in the courtyard. Strong Landscaping is on it. Emery will talk to him tomorrow about the status.
- b. Monthly packet to Paula - still not furnished since last October –
 - 1. Charles will supply to Paula.
 - 2. Lauren from REIS will do an account analysis and furnish to Paula and Bob.

9. New Business

- a. None

10. Executive Session

- a. None needed

11. Adjournment - 7:48 pm