

KIRKWOOD HOMEOWNERS ASSOCIATION
BOARD MEETING
AUGUST 20, 2018 6:00 PM Geneva Public Library

- 1) **Call to order:** 6:25 PM
- 2) **Establishment of a quorum:** Board members present were Rand Briggs, Jim Forni, Jean Stone, Sandy Smith, Liz Studer, and Mary Boen, Diane Ball. Quorum established.
- 3) **Approval of minutes** from the July 16, 2018. There were no corrections or additions, so they were approved as written (Forni/Boen).
- 4) **Reports:**
 - a) **Financials:** The reserves are \$257,028.93 as of July 31, 2018.
 - b) **Real Estate:** 1562 has closed and is occupied by new owner. 1514 and 1537 are for sale. Recent tax assessment numbers for Kirkwood homes appear to be consistent with other Geneva properties of the same value.
 - c) **Maintenance:**
 - i) **Roofing:** 1517 flashing along rear roof is in need of repair; 1520 needs flashing repair and new chimney cap; 1534 needs new chimney cap.
 - ii) **Stoops:** In addition the six units approved last month for stoop void filling (1507, 1513, 1531, 1533, 1535, 1545), three additional stoops (1552, 1518, 1539) have been identified as needing stoop void filled to stabilize and support at the cost of \$845.
 - iii) **Trees:** Trees near 1514, 1517, & 1520 need hazardous limb(s) removed at a cost of \$535. The city removed dead ash trees at 1527, 1540 & 1509.
 - d) **Landscape:**
 - i) **Drainage:** Tecza will begin work by the end of August behind 1500-1510 to correct the drainage issues.
 - e) **Driveways:** 1511, 1513, 1521, 1529, 1544, 1557, 1564, 1572, 1578 replaced on July 3. Outside ring (even addresses) sealcoating completed on August 13. Inside ring (odd addresses) postponed due to weather. Reschedule date to be determined.
- 5) **Old Business:**
 - a) **Kirkwood service building** – The State has reviewed our application and approved a single bathroom for the service building, but provided a list of 14 questions requiring clarification before a final decision/approval will be granted. Our sub-contractor is preparing the answers to the state’s questions and will submit that information in the next few days.
 - b) **Loan process** – A construction line of credit has been approved by State Bank of Geneva and we plan to set up an Operating (checking) account, as well as an interest-bearing Savings/Reserve account. Funds in the account at Chase will be transferred to State Bank of Geneva accounts and homeowner monthly assessment fees set up with automatic pay will be automatically transferred to State Bank of Geneva.
- 6) **New Business:**
 - a) Motion made by Jim Forni, seconded by Jean Stone and approved by all 7 Board members for *Board officers**, and Accountant Mike Holtorf, to sign all documents from the State Bank of Geneva, on behalf of the Kirkwood Homeowners Association, related to opening a checking and savings account, as well as the construction line of credit. (Forni/Stone)

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- i) *Board Officers: Rand Briggs-President; Treasurer-Sandra Smith; Secretary-Jean Stone

 - b) Proposal from Thunderbolt to repair roofs at 1517, 1520 &1534 in the amount of \$7500 approved (Stone/Smith).
 - c) Proposal from Raise Rite Concrete to fill voids at 1518,1539 & 1552 in the amount of \$845 approved (Boen/Smith).
 - d) Proposal to remove hazardous limbs from trees near 1514, 1517, & 1520 in the amount of \$535 approved (Boen/Ball)
 - e) Landscape request from 1548 to replace existing plants, like for like, approved.
 - f) Jim Forni is getting quotes for snow removal.
- 7) **Next meeting:** Monday September 17, 2018, 6:00 p.m. at the Geneva Public Library (Program Room)
- 8) Adjourn to Executive Session (Forni/Boen) – 7:50 p.m.
- 9) Return to regular session – 8:20 p.m. No further business
- 10) **Adjourn:** 8:25p.m.