

KIRKWOOD HOMEOWNERS ASSOCIATION
BOARD MEETING
February 18, 2019 6:00 PM Geneva Public Library

- 1) **Call to order:** 6:04 pm
- 2) **Establishment of a quorum:** Board members present - Diane Ball, Mary Boen, Brent Elwing, Jim Forni, Ralph Pazar, Jean Stone, and Liz Studer. Quorum established.
- 3) **Approval of minutes** from the January 21, 2019 meeting. There were no corrections or additions, so they were approved as written (Stone/Boen).
- 4) **Reports:**
 - a) **Financials:**
 - i) HOA assets were \$271,323.18 as of January 31, 2019 (includes \$81,650.23 in Operating account, \$82,006.76 in Reserve account, \$110,069.19 remaining on construction line of credit and \$2403.00 outstanding in Accounts Receivable.)
 - ii) Snow removal budget for 2019 is \$12,000. Costs for the month of January amounted to \$6970.
 - iii) January total operating balance is \$10,648 better than budget.
 - iv) Motion made and approved to have Kirkwood's accountant, Mike Holtorf, arrange for automatic debit of monthly loan interest payment to Geneva State Bank. (Boen/Stone)
 - b) **Real Estate:** no units listed for sale
 - c) **Maintenance:**
 - i) Roof repairs at 1512 and 1580 will be completed when weather permits.
 - ii) Thunderbolt has quoted \$12,670 to replace roof at 1534. Jim Forni will get two additional quotes to present to the board.
 - iii) Other roof leaks reported during the recent cold and snow were assessed by Thunderbolt Roofing and found to be due to ice dams caused by inadequate insulation and/or improper venting of bathroom fans. As this type of repair is the responsibility of the homeowner, the board will send a notice to homeowners with more information on the prevention of ice dams.
 - iv) Jim Forni is getting cost quotes for trees that require winter trimming.
 - d) **Landscape:** Kirkwood's contract with Tecza Landscaping begins in April and the spring clean-up will be done in early April, weather permitting. An inventory of flowering trees requiring spraying will be completed in early spring.
 - e) **Snow removal:** Homeowner feedback has been more positive since the first plowing of the season and the general consensus is that there has been improvement over the past two months.
- 5) **Old Business:**
 - a) The Community Center building work continues to progress well. The wiring and duct work is complete and the windows, furnace and pool pump have been installed. Insulation and dry wall will be completed in the coming weeks. Siding and roofing will be completed as weather permits.
- 6) **New Business:**
 - a) 2019 Goal & Priorities (see page 2) were presented.
- 7) **Next meeting:** Monday, March 18, 6:00 p.m. in the Program Room at the Geneva Public Library.
- 8) **Adjourn to Executive Session** – 6:55 p.m.
- 9) **Return to regular session** – 7:44 p.m.
 - a) Motion made and approved to reimburse homeowner for a miscellaneous bank fee incurred in error. (Boen/Stone)
- 10) **Adjourn** – 7:46 p.m.

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2019 Goals

Maintain a Balanced Budget

1. Prioritize expenses
2. Detail list of expense to open pool and community center
3. Re-evaluate vendors
4. Organize historical data to help make better decisions
5. Raise extra money through donations, Go Fund Me Page

Open the Community Center/ Pool

1. Fund Raising
 - Go Fund Me Page
 - Donations
2. Form committee to address
 - Daily opening
 - Daily closing
 - Water checks
 - Cleaning

Increase Participation

1. Form Committees
2. Publish Help Wanted List
3. Tap into community talent e.g. landscape, computer technology
4. Unit rep

Effective Communication

1. Publish list of maintenance priorities
2. Educate homeowners through email or speakers (Insulation, insurance, invite an alderman)
3. Consistent approach to compliance issues
4. Status reports on pool