

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

- 1) **Call to order:** 6:17 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 February 18, 2019 meeting. There were no corrections or additions, so they were approved as written (Stone/Boen).
- 4) **Reports:**
  - a) **Financials:**
    - i) HOA assets were \$284,210.66 as of February 28, 2019 (includes \$95,947.56 in Operating account, \$82,009.91 in Reserve account, \$110,069.19 remaining on construction line of credit and \$3816.00 outstanding in Accounts Receivable.)
    - ii) February total operating balance is \$12,593.33 better than budget.
  - b) **Real Estate:** no units currently listed for sale
  - c) **Maintenance:**
    - i) Roof repairs at 1512 (Kegebein) and 1580 (Johnson) will be completed when weather permits.
    - ii) Additional quotes for roof replacement at 1534 (Gomien) are pending.
    - iii) Roof leak reported at 1562 (Pflaumer) during the recent cold and snow was assessed by Thunderbolt Roofing and found to be mostly due to ice dam caused by inadequate insulation and air flow problem. Some facia/caulking work is required (see motion in New Business).
    - iv) 1560 (Lenz) reported a chimney leak. Thunderbolt Roofing will come out to assess the problem.
    - v) 1590 (Zolna) reported a problem with a downspout, requesting that it be buried and capped at the street.
  - d) **Landscape:**
    - i) Spring clean-up and slit seeding will be done in early April, weather permitting.
    - ii) The HOA will not pay for mulching this year, but will notify homeowners that Tecza will mulch at homeowner's request and expense.
    - iii) Damage to lawns caused by snowplowing will be repaired by snow removal vendor, Lush Green. Time frame on repair work – to be determined.
  - e) **Snow removal:** The HOA is responsible for snow plowing of driveways and walkways upon a snowfall of 3+ inches. Removal of ice on driveways and walkways of individual units, due to the weather, is the responsibility of homeowners. Removal of ice on Community Building driveway and sidewalk by new mailboxes is the responsibility of the HOA.
- 5) **Old Business:**
  - a) The Community Center building work continues to progress well. Insulation, dry wall, and the roof are done. The mailboxes and garage door are installed. Siding is in progress. A suggestion was made to get a quote to install a heating element under the sidewalk by the mailboxes to combat icing during the winter months.
  - b) Several homeowners have volunteered for the Social Committee (to plan a pool opening party) and for the Pool Committee (to open/close the pool each day). Board members will meet with the volunteers to discuss responsibilities.
- 6) **New Business:**
  - a) Motion made and approved to purchase pool furniture not to exceed \$3200. (Ball/Stone)
  - b) Motion made and approved to seek homeowners support and request donations for pool furniture and other related pool items. (Ball/Stone)
  - c) Motion made and approved to accept Thunderbolt bid of \$690 (plus material) to repair facia/caulking at 1562 (Pflaumer). (Forni/Pazar)
  - d) Motion made and approved to release funds of approximately \$105,000 for second draw on Community Center work. (Forni/Boen)

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- 7) **Next meeting:** Monday, April 15, 6:00 p.m. in the Program Room at the Geneva Public Library.
- 8) **Adjourn to Executive Session** – 7:36 p.m.
- 9) **Return to regular session** – 8:27 p.m.  
No further business
- 10) **Adjourn** – 8:28 p.m.