

KIRKWOOD HOMEOWNERS ASSOCIATION
BOARD MEETING
May 20, 2019 6:00 PM Geneva Public Library

- 1) **Call to order:** 6:24 pm
- 2) **Establishment of a quorum:** Board members present - Diane Ball, Mary Boen, Brent Elwing, Jim Forni, Ralph Pazar, and Liz Studer. Quorum established.
- 3) **Approval of minutes** from the April 15, 2019 meeting. There were no corrections or additions, so they were approved as written (Boen/Forni).
- 4) **Reports:**
 - a) **Financials:**
 - i) HOA assets were \$213,368.80 as of April 30, 2019 (includes \$132,408.04 in Operating account, \$82,016.76 in Reserve account, \$5,380.61 remaining on construction line of credit and \$1056.00 outstanding in Accounts Receivable.)
 - ii) March total operating balance is \$20,000 better than budget.
 - b) **Real Estate:** 1560 sale closed on May 3; 1514 is for sale.
 - c) **Maintenance:**
 - i) Roof repair at 1580 will be completed when weather permits.
 - ii) Bids on roof replacement at 1534 received. Thunderbolt bid=\$12,670; Showalter bid=\$11,925.
 - iii) Thunderbolt bid to replace front roofs at 1567 & 1569 is \$13,800. Will get second bid from Showalter.
 - iv) Garage downspout replaced at 1527 at cost of \$85.
 - d) **Landscape:**
 - i) First application of lawn fertilizer is complete and trees have been sprayed.
 - ii) Tecza will use hand mowers on front lawns and many back lawns to minimize turf damage. Stand-up mowers will be used on large open areas near the Community Center and tennis courts.
 - iii) Dead boxwood bushes will be trimmed back (some may need to be removed) this year, but not replaced until 2020.
 - iv) Landscaping behind units 1500-1510 will be completed in the coming weeks.
 - v) Path to the bike path between 1566 & 1568 will be further defined with new mulch and edging.
 - vi) Tecza will thin out ground vegetation and trim tree limbs behind 1582-1598.
 - vii) HOA will replace plantings at 1569 that were removed last year when laying new sidewalk.
 - viii) Individual mulch orders from Tecza will be delivered this week. Mulch should not come in contact with the siding on the buildings.
 - e) **Property Management Calls:**
 - i) 77 calls YTD on subjects ranging from landscape issues, roof leaks, downspout/gutter issues, insurance questions, etc.
 - f) **Social Committee:**
 - i) Pool opening celebration delayed to June 9. A save the date flyer will be sent to homeowners.
 - g) **Fundraising:**
 - i) 30 donations totaling \$2395 have been received.
- 5) **Old Business:**
 - a) The Community Center building inspections are scheduled for this week. The pool fence is scheduled to be installed by the end of the week dependent on weather. The pool pump and heater are in good working order however the pool repair work has been delayed due to the recent rainy weather and will be completed as soon as possible. Once all pool work is completed the state inspection will be scheduled. The pool will open most likely in early-mid June. Lawn area around the building will be seeded.

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6) New Business:

- a) The board recently walked around the neighborhood to assess maintenance needs relating to siding, painting, gutters, downspouts, roofs, concrete, railings and driveways using the following rating system: 0=in good shape, no work needed; 1-2 = minor wear & tear; 3-4 = moderate wear & tear/damage, consider repair in 1-2 years; 5 = excessive wear & tear/damage, needs immediate attention. The board will focus on those items rated "5", seek bids for repair work and report findings at the June board meeting.
- b) Backyards along Kirk road:
 - i) Standing water and water drainage is also an issue that needs to be addressed. The board must first determine where Kirkwood's property lines are and if the city or county is responsible for the drainage work. If necessary, the board will reach out to our Aldermen to request assistance to sort through these issues. This is a major project that will take time and a lot of planning.
- c) Motions made and carried to approve the following landscape requests:
 - i) 1538 (Orebaugh) (Ball/Boen)
 - ii) 1547 (Studer) (Pazar/Forni)
- d) Motions made and carried:
 - i) Accept Showalter bid of \$11,925 to replace roof at 1534 (Forni/Boen)
 - ii) Approve 1527 garage downspout replacement by Apple Siders at cost of \$85. (Elwing/Studer)
 - iii) Approve 1542 lawn repair (\$195) where tree was removed. (Ball/Studer)
 - iv) Approve 1554 roof repair by Thunderbolt at cost of \$2205. (Forni/Elwing)
 - v) Approve purchase of printer, not to exceed \$500, for Community Center office.(Ball/Boen)
- e) 1584 Architectural Request to install generator denied.

7) **Next meeting:** Monday, June 17, 6:00 p.m. Location to be announced.

8) **Adjourn to Executive Session** – 8:00 p.m.

9) **Return to regular session** – 8:45 p.m.
No further business

10) **Adjourn** – 8:46 p.m.