

KIRKWOOD HOMEOWNERS ASSOCIATION
ANNUAL MEETING
December 8, 2019, 1:00 p.m., Comfort Inn & Suites, Geneva IL

- 1) **Call to order:** 1:00 pm
- 2) **Establishment of a quorum:** Board members present – Diane Ball, Brent Elwing, Jim Forni, Ralph Pazar, and Liz Studer. Quorum established.
- 3) **Approval of minutes** from the November 18, 2019 meeting. There were no corrections or additions, so they were approved as written. (Studer/Elwing)
- 4) **Election Status** - The purpose of this meeting is an election to fill two board vacancies, **however no individuals submitted a Candidate Come Forward form to be placed on the ballot, therefore there will not be an election.** According to our by-laws, the Board may appoint an individual to fill a vacancy. Two homeowners, Diann Dinkheller (1546) and Ralph Pazar (1564) have volunteered to take a one-year appointment. The Board will vote on filling these vacancies at the January 2020 meeting.
- 5) **2021 Board** – there will be potentially 4-5 Board vacancies. The current Board realizes the challenges in encouraging Board participation and will hold informational meetings to educate homeowners on what it takes to self-manage the HOA. The goal is to have at least 5 individuals identified by mid-summer who will strongly consider running for the 2021 Board so that we can begin an orientation process on HOA best practices, state laws, Kirkwood by-laws and rules & regulations, finances, building maintenance, etc.
- 6) **2019 Summary**
 - a) **Finance**
 - i) HOA assets were \$167,055.60 as of November 30, 2019.
 - ii) Capital Improvements = \$200,255
 - iii) HOA Operations = \$57,451
 - iv) Total Expenses = \$257,706
 - b) **Accomplishments**
 - i) A summary of activities and accomplishments was presented. The full list will be included in the next newsletter and available on the website.
- 7) **2020 Outlook**
 - a) Reserve study results expected late January/early February.
 - b) Recruitment for 2021 Board.
 - c) Research/interview management companies to determine if a professional manager would benefit Kirkwood.
 - d) Address drainage issues along Kirk road, as well as the drainage basin between 1580 & 1582.
 - e) Continue to manage Kirkwood’s maintenance needs, while staying within budget.
- 8) **Next meeting:** Tuesday, January 21, 2020 – Geneva Public Library, Program Room
- 9) **Adjourn** – 2:12 p.m.

Submitted by: Liz Studer, HOA Secretary