

KIRKWOOD HOMEOWNERS ASSOCIATION
BOARD MEETING
February 17, 2020 6:30 PM Kirkwood Community Center

- 1) **Call to order:** 6:35 pm
- 2) **Establishment of a quorum:** Board members present - Diane Ball, Diann Dinkheller, Brent Elwing, Jim Forni, Ralph Pazar, and Liz Studer. Quorum established.
- 3) **Approval of minutes** – Motion made and approved to accept minutes from the January 21, 2020 meeting. There were no corrections or additions, so they were approved as written (Forni/Dinkheller).
- 4) **Reports:**
 - a) **Financials:**
 - i) HOA assets were \$170,008.92 as of January 31, 2020.
 - b) **Real Estate:** no homes listed for sale
 - c) **Maintenance:**
 - i) Jim Forni will handle roof repair at 1518.
 - ii) 1559 reported water damage to a bedroom ceiling. Thunderbolt has been out to examine roof and will provide a report on their findings.
 - d) **Trees:** Some oaks and elms need trimming in the next couple of months. Jim Forni will secure bids for the work.
 - e) **Siding/Painting:** Preemo will provide an estimate for the work to be done on the buildings along Kirk Road – 1584, 1586, 1588, 1590, 1592, 1594, 1596, 1598.
 - f) **Drainage:** Diane Ball presented quotes from Tecza for drainage work at:
 - i) 1540 - \$625
 - ii) 1590 - \$550
 - iii) 1564 - \$275
 - iv) 1580/82 drain basin - \$1350
 - (1) Enhancements to drain basin on hold until HOA meets with city officials to determine their responsibility level.
 - v) 1507 - \$425
 - vi) 1578 - \$575 } on hold - repair work at 1507 & 1578 needs further clarification
 - g) **Landscape:** Diane Ball presented quotes from Tecza for landscaping enhancements:
 - i) Community Center landscaping - \$1585. On hold – the board requested that Tecza provide a drawing of proposed landscaping and list of items to be planted.
 - ii) Dormant pruning - \$1260. On hold – the board requested that Tecza identify items to be pruned.
 - iii) Spray magnolia tree at 1544 for insects - \$140. Not needed as the tree will be removed after it blooms.
 - iv) Spray crabapple trees - \$525
 - v) Core aeration with overseeding - \$795
 - vi) Mulch tree rings, front yard plantings - \$4560
 - vii) Grub control - \$650
 - viii) Homeowner request to re-seed area between 1527/1529 and along the rear of units 1527, 1525, 1523, 1521 and 1529 as this is an often-used walkway and has become a muddy path.
 - h) **Snow removal:** Jim Forni will again inform the vendor that we expect the driveways to be cleared using the front end loader. The HOA board will look into using sodium chloride on the community center driveway and walkways to keep them clear of ice buildup.
- 5) **Old Business:**
 - a) **Reserve Study** – Reserve Advisors delivered the report. The board will schedule at least two informational meetings for homeowners to review the information and recommendations in the study.
 - b) **Security Camera/Internet** – Brent Elwing will research and present his recommendations at the next meeting.

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- 6) **New Business:**
 - a) Planning for a summer pool party is in progress.
 - b) City-wide garage sale is April 24 & 25. Any homeowner wishing to hold a garage sale that weekend is encouraged to do so. To be included on the city's map of participants you must register with the city and pay a \$25 fee.
 - c) The HOA board plans to sponsor a Kirkwood Volunteer Day in May at the Northern Illinois Food Bank. Details will be emailed to homeowners.
 - d) Motion made and carried to approve the drainage work at 1540, 1590 & 1564 for a total cost of \$1450. (Ball/Studer)
 - e) Motion made (Ball/Forni) and carried to approve the following landscape work as quoted by Tecza:
 - i) Spray crabapple trees - \$525
 - ii) Core aeration with overseeding - \$795
 - iii) Mulch tree rings, front yard plantings - \$4560
 - iv) Grub control - \$650
 - f) Motion made and carried to purchase up to three 5-foot tables for the Community Center at a cost not to exceed \$1000. (Ball/Dinkheller)
 - g) Motion made and carried to re-seed area between 1527/1529 and along the rear of units 1527, 1525, 1523, 1521 and 1529. (Ball/Studer)
- 7) **Next meeting:** Monday, March 16 at 6:00 p.m. at the Kirkwood Community Center
- 8) **Meeting Adjourned** – 7:55 p.m. (Ball Studer)
- 9) **Executive Session called to order** – 7:58 p.m.
 - a) Discussion of delinquent payments/assessments.
 - b) Discussion on legal issues resulting from delinquent accounts.
 - c) Discussion of third party contracts
 - d) Executive session adjourned – 9:10 p.m.
- 10) **Return to regular session** – 9:13 p.m.
 - a) Motion made and approved to move forward with filing a lien against a property if the homeowner does not respond with payment. (Ball/Studer)
 - b) Motion made and approved to begin legal proceedings against a homeowner whose monthly assessment account is in arrears in order to collect past due amount plus any additional late payments and fees. (Ball/Dinkheller)
- 11) **Meeting Adjourned** – 9:15 p.m. (Studer/Ball)

Submitted by: Liz Studer, HOA Secretary