

KIRKWORDS

1545 Kirkwood Drive, Geneva, Illinois 60134

A Newsletter For and About the People of Kirkwood

Volume 2 Issue 10

December 2005



Merry Christmas

2005 BOARD OF DIRECTORS

Chuck Marks	845-9935
Chuck Pedersen	262-9796
Bill Studnick	232-6269
Lucy Tomlin	208-9738
Jim Van Spankeren	232-0003
Dave Wechter	208-0012
Bill Schae fle	232-2198

Committees:

Clubhouse Rental:

Sharie Pedersen 262-9796

Social: Patricia Mauer 208-7850

Pool Flowers:

Sharie Pedersen 262-9796

Newsletter:

Denise Marks 845-9935

Welcome: Barbara Yeh 208-1174

Inside this issue:

Winter Reminders	2
2006 Management Procedures	3
Kirkwood Calendar	4

Kirkwood's Loss

Goodbye Pres,

With the passing of Gerry Sivertsen, Kirkwood loses not only a great neighbor, a friend to some, but probably the best Association Board President we have ever had.

Gerry devoted a tremendous amount of personal time to the association and was one of the driving forces in upgrading Kirkwood to it's present state.

His advice was always sought, and listened to.

Gerry wasn't out to win any popularity contest, he was just out to do the best job possible as a Board leader - interested only in improving our place to live, which he accomplished. Kirkwood is a better place to live because of Gerry and he will be sorely missed.

Jim Van Spankeren and the Kirkwood Board

On November 6th, Kirkwood's President, Jerry Sivertsen passed away. Chuck Pedersen will take over the duties of the President, and Dave Wechter has been appointed Secretary. Bill Schae fle volunteered to join the Board as an interim Board Member. Thank you, Bill.

2006 KIRKWOOD BOARD NOMINATIONS

Don't Hesitate any Longer!.....Get Involved in Your Neighborhood!

The Kirkwood Board is taking applications for nominees for the 2006 Kirkwood Board. The term for a director is two years which begins at the annual meeting in January. If you are interested in Kirkwood's future and in making things happen, fill out the Nominee Form inserted in last month's newsletter or contact a Board Member for more information.

Drop your application form in the Red Mailbox by the neighborhood mailboxes or return to a current Board Member.

Prospective Nominees are encouraged to canvas the neighborhood and introduce yourselves to your neighbors before the annual meeting.

**The next Board Meeting is December 19th at 7 PM.
Your attendance is important.**

Kirkwood Side Notes

Notes from the November Meeting:

- Garage Door presentation at 6:30.
- Proposal about Realtor Signs on weekends.
- Treasurer's Report: Monthly Assessment increased. Financials to reflect Kirkwood assets, i.e. Clubhouse. 2006 Budget meeting scheduled.
- Snowplow Contract signed
- Pool Contract Pending: Looking for volunteers to perhaps monitor pool to keep costs down. Pool Committee formed.
- Concrete repair for stoops and sidewalk completed at 1509 & 1542. Committee is aware that others need to be done.

GUTTERS

The Homeowners Association is arranging to have gutters cleaned again this fall. This service is not specified in the Bylaws and has previously been provided as a matter of policy. The current Board's policy is to continue budgeting for this annual service.

Homeowners are reminded, however, that primary responsibility for the cleaning of gutters remains with each homeowner. Also, annual cleaning may not be adequate for those homes located in heavily wooded areas. An excellent time for homeowners to inspect and/or clean gutters would be during spring and fall window washing.

(Reprinted from a previous Kirkwoods Newsletter)



WINTER REMINDERS

With winter approaching, we would like to relay a few reminders.

1. The snowplower will clear the parking lots, driveways and sidewalks. Whenever possible keep your car parked in your garage and not on the street or overflow parking. If you are home when the snow plowing is in process and are parked on the street or in a parking space, please move your car to a clear space so the remainder of the snow can be removed.
2. We strongly encourage the owners to salt their own walks and stoops during icy conditions. To keep expenses down, the Association only provides limited salting.
3. The snow is only plowed if we receive a snowfall of 3" or more. The snowplow contractor will not come out if we receive a snowfall of less than 3".
4. During severe weather, if you call a Board Member regarding snow plowing, be assured we will receive your message and call the appropriate person to handle the problem. We WILL NOT have time to call everyone back individually, so you may not receive a return phone call for a snowplowing problem, but be assured we do address every problem.
5. If you go away for the Holidays or during cold weather, please be sure to leave your heat on at least 60 degrees to keep pipes from freezing. In addition, you should leave all of your cabinet and closet doors open while you are away so that the heat can get to the areas of the walls with pipes behind them.

New 2006 Management Procedure by Jim VanSpankeren

2006 Procedures for reporting repair requests, architectural changes, landscaping requests/repairs for Kirkwood:

This coming year (2006) Kirkwood will be divided into 7 sections. All homeowner's in each section will call the designated Board member assigned to his or her own section with any, and all requests.

The reason for this change (and we need this new procedure to work) is to hopefully reduce the workload on some of the Board members. (A reminder that Board members have volunteered their time for Kirkwood)

Originally Kirkwood's repair requests were handled the same way they are presently cared for today. After Kirkwood matured, the property maintenance became overwhelming, which led to us hiring a management firm. Over the past ten years we have been involved with two management firms, which we felt did not oversee the work they had contracted for Kirkwood. Also the bidding process was less than adequate for the work that was being done. The present board decided to terminate our contract with the management firm and take over managing Kirkwood ourselves. To date between management fees and a thorough bidding process, we have saved in excess of \$25,000 to \$30,000.

This is our second attempt at self-managing. The first attempt involved 12 volunteers in 12 different sections. The volunteers did an excellent job of representing their individual sections when a homeowner would contact them. But for some reason, the homeowners felt more comfortable contacting a Board member with their concerns, which resulted in 2 or 3 Board members taking calls for 84 homes. At times the same Board members were working on the same problem for the same homeowners only to find out another Board member was already handling it. So please, once you have reported it to your section Board member be assured someone is working on it. If you need status on your repair, or request, call back to your section Board member for status.

Please note that Board members are devoting a lot of time to Kirkwood by getting bids on all the work to be done, overseeing the work being done, planning on future expenditures for roof replacements, siding replacement, staining, painters, storm sewer cleaning, landscaping, snow removal, concrete repair, and on and on. There is absolutely no work being done in Kirkwood without a Board member involved.

Below are the new section layouts consisting of the number of units and their associated addresses:

Section 1= 12 units: 1500, 02,04,06,08,10, 12,14,16, 18 20, 22
 Section 2= 9 units: 1501,03,05, 07,09,11,13,15,17
 Section 3= 13 units: 1524, 26, 28, 30, 32, 34, 36, 38, 40, 42, 44, 46, 48
 Section 4= 13 units: 1519,21,23,25,27,29,31,33,35,37,39,41,43
 Section 5= 9 units: 1550, 52, 54, 56, 58, 60, 62, 64, 66, Clubhouse
 Section 6= 15 units: 1547, 49, 51, 53, 55, 57, 68, 70, 72, 74, 76, 78, 80, 82,84
 Section 7= 13 units: 1559,61,63,65,67,69,86,88,90,92,94,96,98

Since we will have a turnover of three Board members this year, we will not assign individual members to the 7 sections until the new 2006 Board is in place.

Once we start the new reporting procedure, please do not be upset if you mistakenly call a Board member that is not assigned to your section, and are told to contact the correct assigned member.

Again, unless it's an emergency, please call between Monday and Friday am —5 pm with your requests.

In order for this new procedure to work, we need everyone's cooperation. I believe Kirkwood has never looked so good. If the new procedure fails, we will have to hire a management company again, and divert needed money from Kirkwood to pay for this.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<i>Note: Annual Meeting January 16, 2006</i>				1	2	3 Clubhouse Rented
4	5	6	7	8	9	10 Clubhouse Rented
11	12	13	14	15	16	17
18	19 7 PM Board Mtg.	20	21	22	23	24
25 Merry  Christmas	26	27	28	29	30	31 Happy New Year (Possible Clubhouse Rental)

Kirkwood's
First Ever
**Chili
Cook-Off**

Has been postponed until January when it will be combined with the *Mixed Bunco Night* —which was a lot of fun last year.
Great food and Prizes!
Look for more information after the Holidays.

SPECIAL NOTICE
COMING to your MAILBOX in DECEMBER!!

2006 Monthly Assessment Coupons and Auto Debit information will be distributed in your mailboxes soon.
Homeowners with Auto Debit will not receive coupons.

Also included in the packet will be information about the Annual Homeowners Meeting in January & information for a proposed Special Assessment for Garage Doors .

If for some reason, you have not received an envelope by the 20th of the month, please contact a Board Member.

Kirkwood Assessment Payments Correction

Please note the following correction to last month's announcement concerning when a payment is late:

As indicated on the coupons, the Kirkwood Assessment is due the first of the month and an additional \$25 charge is to be added if **received** after the 10th . That means it is PAST DUE.

Neighborhood News Briefs:

- Do you have an upcoming event, or special occasion that you would like us to post? Just drop it in the Red Mailbox.