

**KIRKWOOD HOMEOWNERS ASSOCIATION**  
**BOARD MEETING**  
Monday, Oct. 24, 2016 6:00 PM St. Charles Public Library

**MINUTES**

1. Call to order
2. Establishment of quorum-Board members Rand Briggs, John Bray, Jon Hauser, Sandy Smith, and Darell Edwards present. Quorum established.
3. Approval of September 20, 2016 Minutes. As Secretary Jim Forni was not present, Minutes from previous meeting will be approved at Annual meeting.
4. Regular Reports-
  - Financial- Financials are sound, all bill are paid. Rand Briggs distributed copies of accounts and numbers to all in attendance. Board members received copies of budget as of 10/6/16.
  - Maintenance-Jim Van Spankeren (Maintenance Committee) 1598 will be re- sided on the south side. All other roofing and siding projects have concluded for the season.
  - Grounds- (Sandy Smith) Retaining wall work is now finished for the year. Sandy reported she has four small boxwoods to be installed at 1555 along newly replaced stairs.  
As a side note, it was stated that the Averill Arbors President has emailed Kirkwood informing us of the replacement of their streetlights with new dimmable LED units.
  - Clubhouse- Rand Briggs presented the general contractor bid from MH Construction for clubhouse demolition and bid for architectural work from Tim Nelson LLC, the details of which he shared with homeowners, and copies with breakdowns were distributed. The bid for demolition, removal of debris, and return of site to buildable condition was \$42,300. Surveying will need to be done, as well as construction fence rental, mold testing, insurance, project management, etc. This first proposal would require a \$7000 deposit to begin.  
The architectural design proposal from Tim Nelson for \$4,000 includes a small footprint building with storage for Kirkwood possessions, a pool equipment room, and a small office for Kirkwood business and document storage. This building would be designed to match existing Kirkwood homes. The tennis courts would stay. Entrance to the pool would be moved to east side of pool. Pool would be closed for the 2017 season. Demolition would likely be in Jan. 2017. Rand Briggs brought forth a motion to approve the demolition contract with MH Construction for \$42,300. Motion carried with no dissenting votes. He next made motion to approve construction of new structure previously outlined, which includes \$4500 in fees. After some discussion regarding the construction budget, the motion carried to approve construction of replacement structure with no dissenting votes.  
Rand the brought up the issue of storing Kirkwood equipment during reconstruction. Ideas included an on-site storage container, or off-site storage.
  - Trees- Tree replacement was discussed in light of recent removals. Dead limbs will be removed at 1536, 1538, and 1540.
  - Maintenance Requests- Drainage issue between 1566 and 1568 was discussed. Pat White Construction has bid \$1500 to \$2000 to correct this by sealing foundation wall higher and backfilling. Motion was made to approve this expenditure. Motion carried with no dissenting votes.
  - Elections- Connie White has mailed the "Candidate Come Forward" letters to all residents. 6 seats will be vacant. Residents were encouraged to run as an investment in our community.
5. Next meeting will be the Annual Meeting held on Sunday, November 20<sup>th</sup>, at the Geneva Senior Center.
6. Adjournment was at 7:11 p.m.