

**Minutes of Meeting
Board of Directors
Villas of South Commons Condominium Association
February 24, 2004**

A meeting of the Board of Directors of the Villas of South Commons Condominium Association, Deerfield, Illinois was called to order by the President at 7:03 p.m. in the Deerfield Public Library meeting room.

Board Members Present

Kristin Bottom, President
Jacob Rosenfeld, 1st Vice President
Stewart Cook, 2nd Vice President
David Arenberg, Treasurer

Board Members Absent

Eugene McClure, Secretary

Also present - Edy Klein, Chicagoland Management, and the following owners on South Commons Court:

Leif Crocker	481	Paul Erickson	502
Beth Levine	502		

Approval of Minutes of December 9, 2003

A motion was made by Ms. Bottom to approve the December 9, 2003 Board Meeting minutes. The motion was seconded by Mr. Cook and unanimously adopted.

Board Actions Taken Between Meetings

Since the last Board meeting, a meeting was held with Rocco Fiore with regard to contracts for spring and fall landscaping, as well as snow removal. The contracts have been signed. The plan is to work first to have everything that has been planted kept alive, have mulch and fertilizer put in the correct area, and plant trees in the appropriate place. Once we get through the first season, the Board will look at what could be planted in the fall and the following spring.

Financial Report - Following is the financial report as of January 31, 2004:

Balance as of 1/01/04		\$ 29,130.88
Receipts		<u>6,906.41</u>
		\$ 36,037.29
Disbursements:		
Vendors	\$9,441.01	
Bank Transfer	<u>816.00</u>	<u>10,257.01</u>
Ending Balance 12/31/03		\$ 25,780.28
Reserve Balances:		
Morgan Stanley		<u>77,974.22</u>
Total Cash and Reserves		<u>\$103,754.50</u>

Treasurer's Report - Mr. Arenberg indicated that an attorney for the Association has been hired. He interviewed seven attorneys, met with two in person and narrowed the field down to two firms. Marc Schwartz of Schwartz, Wolf & Bernstein, LLP has been hired. He has extensive experience with associations. The firm presently has seventy-five associations as

clients. He obtained information on our Association to learn about us. He is presently working on two matters - satellites and review of an open contract.

Mr. Arenberg stated that the Association has incurred a lot of expense for landscaping work, snow removal and insurance. Presently there is approximately \$78,000 in reserves and \$25,000 in the Association checking account. The budget for this year was approved at the last Board meeting.

Management Company Report

Common Area Irrigation - A proposal was submitted to the Board September 25, 2003 from Rocco Fiore on adding two additional zones to the existing system. Vegetation on the south side of the pond is not getting water from the irrigation system and is dying. If the cost to add the additional zones is divided between the three associations, the cost per association would be \$866.67.

An additional quote was obtained from Rocco Fiore for hand-watering. This would be considered normal maintenance and the cost, split between the three associations, would be between \$498 and \$1,196 per association, depending upon weather conditions which are hard to predict.

Another proposal to add two additional zones to the existing system was obtained from another contractor, Naturescape. Their cost, split between the three associations, would be \$661.33 per association.

A discussion followed by the Board.

Reserve Study - A proposal for a reserve study to be done by Reserve Advisors is pending a decision by the Board.

Satellite Dishes - A decision is pending by the Board.

Light Bulbs/Sensors - It was indicated that owners have been notified of non-functioning bulbs and sensors. For bulb replacement by a Board member, they are charged \$10 if they are a second offender. They are charged time and material cost from Imperial when they come out to change the sensor.

Property Transfers - A contract is pending on 521 South Commons Court for \$402,500. This is scheduled to close sometime in April.

Open Action Items

- 1) Satellite Dishes - Mr. Arenberg is working with our attorney to get an opinion on allowing satellite dishes and their placement. A discussion followed.
- 2) Reserve Advisors Reserve Study - Ms. Bottom does not believe that there is a need to have a reserve study done at this time; that the problems with landscaping and ice are more important. Mr. Arenberg believes it needs to be done now; Mr. Cook believes a study should be done but should be considered within a certain timeframe (next couple of years).

A motion was made by Ms. Bottom to revisit the matter of the reserve study at the 2004 spring meeting. The motion was seconded by Mr. Cook and adopted by a vote of 3 to 1.

- 3) Sealing of Driveways and Streets - Ms. Bottom indicated that this should be discussed with the other association Presidents as to what they do.
- 4) Common Area Irrigation - Adding additional zones are pending a Board decision.

Committees - The following are the members of the committees listed: Landscaping - Jacob Rosenfeld and Kristin Bottom; Hiring an Association Attorney - Stewart Cook, Eugene McClure and David Arenberg

Presentation at Annual Meeting - Paul Erickson will discuss ice on buildings at the Annual Meeting. One possibility would be to put electric cables in the downspouts and gutters. However he does not believe that the gutters are bigger enough to dispose of all the water coming off the roofs. The subject of sufficient insulation in attics was also raised. The subject of having sensors that would turn on the electric wires in the gutters and downspouts was discussed. Research needs to be done on this subject so that possible options could be discussed further.

Communication with Owners - Ms. Bottom brought up the subject of letters being sent to owners. It was suggested that she (or one of the other Board members) be called before a letter is sent. The Board member can then either call or see the owner in person. A discussion followed. A motion was made by Ms. Bottom that if a matter comes up the Property Manager can contact one of the Board members on the matter with a letter to follow from the Property Manager. The motion was seconded by Mr. Rosenfeld and adopted by a vote of 3 to 1.

Annual Meeting of Owners – The Meeting will be held on May 11, 2004. There are two openings on the Board to be filled.

Next Board Meeting - The next meeting of the Board will be on July 13, 2004.

The meeting was adjourned at 8:02p.m.

Respectfully submitted,
Ann Turner, Recording Secretary