

**Minutes of Meeting
Board of Directors
Villas of South Commons Condominium Association
November 3, 2005**

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 7:07 p.m. in the Deerfield Public Library meeting room.

Board Members Present

Jacob Rosenfeld, President
Stuart Cook, Vice President
Julie Sorenson, Treasurer
Kelly Frumentino, Secretary

Also present were residents Marilyn Schencker (493), Paul Erickson (502), Ruth & Gene McClure and Debbie Riley, Recording Secretary, as well as Isela Gaspar, Property Manager.

Approval of Minutes of August 11, 2005

A motion was made by Mr. Rosenfeld to approve the minutes of August 11, 2005. The motion was seconded by Mr. Cook and unanimously adopted.

Reading of Correspondence – A letter of August 31, 2005 from Mr. Marcus de Vasconcelos was read stating that he has taken the necessary measures to comply with Association rules concerning noise disturbances to his neighbor by playing his piano which were conveyed to him in a letter from the Association on June 30, 2005. At that time he ceased playing the piano and now has moved the piano into a bedroom which occupies the space above the neighbor's garage, set the piano on an area of thick rugs above the carpeted floor, and put coasters under the piano's legs in order to reduce the noise.

Board Actions Taken Between Meetings – Community window washing and gutter cleaning was completed in August and mailbox plaques were repaired. A preventative maintenance proposal of the roof was approved and maintenance will begin on November 14th and continue for the better part of that week.

Financial Report

Balance 9/1/05	\$ 14,933.42
Receipts through 9/20/05	<u>7867.18</u>
Disbursements: through 9/30/05	
Vendors	3,374.29
Bank Transfer	<u>867.00</u>
Total Disbursements	<u>4,211.29</u>
Balance at end of month	<u>\$ 18,559.31</u>
Reserve Balance: Morgan Stanley Dean Witter	<u><u>\$118,223.68</u></u>
Total Cash and Reserves	<u>\$136,782.99</u>

Management Company Report

Budget: Management has submitted a proposed 2006 budget for the Board's review. Board decision requested.

Landscaping: Rocco Fiore has submitted a proposal for landscape maintenance for the 2006/2007 season totaling \$10,320.00 (an increase of \$300.00 from the previous season) reflecting a 3% increase. A revised proposal for landscape enhancements also needs to be approved. Board decision was requested. The Irrigation bags have been removed from the trees and now stored. Core turf aeration has also been completed.

Snow Removal: Rocco Fiore has submitted a proposal for snow removal. There is no increase in the per push price, however there is a slight increase in salt. The prior year proposal is included for your review. Board decision was requested.

Roofing: B.T. Lakeside Roofing has submitted a preventative roof maintenance proposal as well as a proposal for roof maintenance.

Masonry: Management solicited a proposal from architectural restoration specialist Riggio Baron for various issues. Keith Boron found all window and door perimeters in need of caulking where they meet the brick. Review and Board decision was requested.

Sealcoating: Highland Sealcoating has advised sealing of the drives will be scheduled first thing spring 2006. H.S. will hold pricing for spring with a signed contract. There recommendation is sealing everything once. Board decision was requested.

Exterior Painting: Review was requested of the proposals for painting of the front doors. Euro Master quoted \$5,044.00; Apex Construction quoted \$4,200.00; Z. Tomic Decorating quoted \$2,340.00. Euro Master stated the project would be scheduled in Spring 2006. Apex can paint the doors this season with a special latex outdoor paint (Morella). Board decision was requested.

Insurance: A \$409.00 credit from the worker's compensation policy was received after an audit was performed. Review of the Package Policy renewal for \$18,500.00 was requested.

Reserve Study: Reserve Advisors has noted due to greater demand of services the inspection of the property will take place around November 16, 2005. Management is awaiting a specialist to schedule an inspection date. A partial payment of \$1,600.00 was made per the contract agreement.

Concrete Step Repairs: Management has contacted Canyon Construction to revisit the concrete steps resurfaced this summer. The units to be reviewed/repared are 495; 481; 475; 535. Management is awaiting a scheduled appointment.

Mailbox Repairs/Painting: Carlsens' Maintenance completed the painting of the mailboxes in August 2005. They also attempted to paint the front doors; however this work was not able to be completed.

Light Bulbs/Sensors: Management has sent out the required reminder letters to unit owners.

Delinquencies: Management stated that there no residents delinquent in their payments.

President's Report

Budget: Board members will meet to formally approve the budget by November 8, 2005.

Landscaping: Board members met with Rocco Fiore to address constant reminders and inaccurate proposals submitted. The Board is satisfied and happy with the services rendered, and Rocco Fiore personally assured Board that all issues will be resolved.

Snow Removal: In effort to better control the snow removal expenses, snow removal will now be conducted after 2 inches of snow has fallen this season, instead of just 1 inch as in the previous season.

Masonry: It was decided that the Board will hold off on signing the \$63,000.00 bid to re-caulk windows until the Reserve study is completed.

Seal Coating: A motion was made by Stuart Cook to approve the seal coating contract for 2006. The motion was seconded by Julie Sorenson and unanimously approved.

Exterior Door Painting: Per management's solid prior experience with Apex Construction, Mr. Rosenfeld suggested that Apex be hired to paint the doors this season. Isela Gaspar stated that they would be doing 10 doors a day with 2 coats of Benjamin Moore Moralla paint. A memo will be sent out to homeowners to pick a slot during a particular day as the resident needs to be home in order for them to do the job. Julie Sorenson motioned the contract be approved and Mr. Rosenfeld seconded the motion. It was unanimously approved.

Insurance: There is a slight increase in the bid for insurance for the development this year (6-7%). The Board has decided to retain a second lower bid and then approach the current provider for a decrease. If they agree, the Board will resign with the current provider.

Block Party: Mr. Rosenfeld stated that he was very pleased with the turnout and interest in the recent block party despite the inclement weather that day.

Committee Reports – There were no committee reports discussed.

Old Business – Mr. Rosenfeld will be writing a letter to dog owners requesting that dogs are walked further away from units. Preventative maintenance will be done on the roof to help prevent the eaves that are falling off the east side of the building. There was discussion of the window weep problem and possible solutions to remove the caulk which is clogging them. It was recommended that the Reserve study budget for this expense or may be covered with a special assessment. Assessments must be raised in order to cover future repairs also.

New Business – Julie Sorenson mentioned that the wording in a recent letter from management to residents concerning garbage removal was a bit harsh. Mr. Rosenfeld explained that the letter was mailed by one of Isela's co-workers during her absence, and that it was incorrectly mailed to all residents, and was only supposed to go to one specific resident.

Next Meeting of the Board – The next meeting of the Board has been scheduled for Thursday, December 8 at 7:00 p.m., a notice will be sent to all owners.

The meeting was adjourned at 7:41 p.m.

Respectfully submitted,
Kelly Frumentino, Secretary
Deborah Riley, Recording Secretary