

**KINGSPOINTE OF NAPERVILLE CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
March 4, 2019**

The March meeting of the Kingspointe of Naperville Condominium Association Board of Directors was held at the Naperville Municipal Center on March 4, 2019. Chairman John Quigley called the meeting to order at 6:06 p.m. and confirmed a quorum of the Board was present.

Present at the meeting:      Dannette Hill  
   Julie Lagodney  
   John Quigley  
   Kim Murfay  
   Chuck Dolan  
   Judy Stepien  
   S. Elmore – EPI Management

Absent :                              Chris Geraci

**Appointment of Meeting Chairperson:**

*Motion-Motion made by J. Lagodney to nominate J. Quigley to continue as the Board of Directors meeting Chairperson for the Board meetings for calendar 2019. Seconded by K. Murfay. Motion unanimously approved.*

**Election of Officers & Committee Chairperson:**

*Motion - J. Quigley motioned to nominate C. Dolan as President, J. Quigley as Vice President, J. Stepien as Treasurer, and K. Murfay becoming the Secretary. Motion was seconded by J. Lagodney. Unanimously approved. The Officers for Kingspointe of Naperville for calendar 2019 are as follows:*

- *President: Chuck Dolan*
- *Vice President: John Quigley*
- *Treasurer: Judy Stepien*
- *Director: Dannette Hill*
- *Director: Julie Lagodney*
- *Director: Chris Geraci*
- *Secretary: Kim Murfay*

*Committee Chairpersons -*

J. Quigley asked if the existing Chairpersons would be willing to serve for another year. Each Chairperson agreed.

***Motion - J. Quigley moved that the Committee Chairpersons for the following Committees be as follows:***

***Landscape Committee – J. Lagodney***

***Newsletter Committee - D. Hill***

***Finance Committee - J. Stepien***

***Rules/Regulations - K. Murfay***

***Concrete/Asphalt - C. Dolan & J. Quigley***

***Building Maintenance Committee - C. Dolan & J. Quigley***

***Election Committee - Board of Directors as a Whole***

***Solar Committee - No action as this time.***

***Seconded by J. Lagodney. Unanimously approved.***

**Approval of the Minutes:**

The Board affirmed that the minutes should continue to be sent to the Board within a week of the meeting.

***Motion - J. Lagodney motioned to approve the minutes from January 2019. Seconded by J. Quigley. J. Quigley motioned to post the January 2019 minutes to the website.***

**Guests:**

- **Elevation Landscaping:** The Elevations representative presented their plan for the 2019 season as stated that they hoped to start operations the end of March 2019. There was a discussion about the use of Roundup Chemical and it was agreed that Elevations would look for an alternative herbicide.
- Elevations also stated that they would do a soil sample testing in the Spring.

**Treasurer's Report:**

S. Elmore gave the financial report for the period 1/31/2019 as follows:

Total Assets	\$315,977.57
Total Liabilities	\$186,303.92
Total Liabilities & Equity	\$315,977.57

**Profit and Loss Budget Performance**

Assessment Income	\$44,516.64	Budget \$44,539.50	Under \$22.86
Total Other Income	\$11,652.27	Budget \$1,616.51	Over \$10,035.76

Total Professional Services	\$2,637.72	Budget \$2,484.66	Over \$153.06
Total Outside Services	\$12,655.95	Budget \$11,681.34	Over \$974.61
Total Office Expense	\$517.42	Budget \$639.75	Under \$122.33
Total Insurance	\$7,574.80	Budget \$4,416.67	Over \$3,158.13
Total Miscellaneous Repairs	\$1,376.67	Budget \$4,116.66	Under \$2,739.99
Total Utilities	\$11,643.56	Budget \$1,485.83	Over \$10,157.73
Total Reserve Funding	\$0.00	Budget \$16,420.00	Under \$16,420.00
Total Expense	\$36,406.12	Budget \$41,244.91	Under \$4,838.79
Net Income	\$19,762.79	Budget\$4,911.10	Over \$14,851.69

**Committee Reports:**

**Landscaping Committee:** Landscaping Report has been included into the Management Report.

**Newsletter Committee:** D. Hill stated that she would start the preparation for a Spring newsletter and that any topics to be included should be sent to her.

**Finance Committee:** Financial report was previously given.

**Asphalt/Concrete Committee:** J. Quigley confirmed the Association is currently not doing anything for Asphalt/Concrete salting other than taking care of any snowfalls.

**Rules and Regulations Committee:** No report. K. Murfay will review Rules and Regulations/RV's moving forward.

**Building Maintenance:** J. Quigley is aware that there have been some issues going on within the Association relative to the roofs and siding.

**Election Committee:** J. Quigley confirmed that the Election Committee will be the Board of Directors as a Whole.

**Solar Panel Committee:** J. Quigley confirmed M. Westerfield was not present at the Board Meeting. No report was given.

**Management Report:** S. Elmore (EPI) reported on the items included in the management report which was distributed to the Board prior to the meeting.

- **2018 Audit:** Six months of the audit for 2018 was included in the management report and stated that the complete audit should be available at the May 2019 meeting.
- **Comcast Agreement-** S. Elmore stated that the Comcast agreement had been completed with the keys to the WOW Connect boxes being turned over to Comcast who will begin their cable installation this Spring, 2019.

- **Rental Report**- A copy of the rental report was previously given to the Board for review and showed that there were 31% of the units rented.
- **Landscaping** – S. Elmore stated to the Board the following:
  - **Kramer Tree**- Tree spraying will start this Spring and a walk-through will be done to determine which trees should not be treated.
  - **2018 Tree Replacement** – S. Elmore stated that J. Lagodney will select the trees to be installed this Spring along the Route 59 berm and the arborvitae for two units within the property.
  - **Landscape Contract** – S., Elmore presented the Board with a copy of the Elevations contract for three years.

***Motion - J. Lagodney motioned to approve the Elevations Landscaping Contract for 2019 - 2021 in the amount of \$58,425.00. Motion seconded by J. Stepien. Motion unanimously approved.***

- **Possible Insurance Claim – Roof Damage** – S. Elmore reported that the Association may be able to make a claim on the roofs/siding for insurance damage based on an initial roof inspection by SMS. The Board agreed to have a special meeting once the data from two insurance adjusters was available.
- **Fire Alarm Inspections** – S. Elmore reviewed the fire alarm inspection schedule required by the City of Naperville with the Board.
- **Electric Reimbursements** – S. Elmore reviewed the annual electric (FACP room) reimbursement letter information with the Board.
- **Pond Treatment** – S. Elmore reviewed with the Board that the Clarke Aquatic Services had proposed the algae maintenance for \$3570, and this includes the weeds in the pond also.

***Motion - J. Quigley motioned approval for the Clarke Aquatic proposal in the amount of \$3570.00 for treatment of the pond for calendar 2019. Seconded by C. Dolan Motion unanimously approved.***

- **Roofing Replacement Costs** – S. Elmore reviewed the replacement costs with the Board based on a roofing proposal included in the management report. Projected replacement cost was \$2.2 million for the existing roofs.
- **Frozen Pipes** – S. Elmore reported that there were some frozen pipes based on the lack of insulation and failures of the heaters in the FACP closets. The Board stated that they would review the replacement of the FACP room doors. It was noted that the new sensor system reported numerous FACP room heater failures as designed.
- **WOW** – S. Elmore stated that the H2O/WOW system is down completely but would be repaired by the end of the week as the gateway had failed and needed to be replaced.

**Rule Violations Appeals:** Heard in executive session.

**Miscellaneous Correspondence:** None reported.

<b><u>Sales:</u></b>	<b><u>Unit Address</u></b>	<b><u>Sale Price</u></b>
	2756 McClennan	\$233,000
	927 Moultrie	\$198,000
	968 Sheridan Circle	\$205,500
	1056 Sheridan Circle	\$200,000
	919 Moultrie	\$214,750

**Inspection Report:** S. Elmore reviewed the inspection report with the Board.

**Old Business:** All old business was already discussed.

**New Business:** None discussed.

**Open Forum:**

- **903 Sheridan** – Owner requested a refund for his screen damage when the Inside/Out power washing was done.
- **966 Sheridan** – Owner asked when his driveway would be done. Owner was told by the Board that each year a selection is done and approved by the Board based on the budget.
- Owner asked that the Declaration and Rules be included on the Website and the numbers checked.

**Adjournment:**

***Motion-Motion made by J. Quigley to adjourn meeting at 8:26 pm to Executive Session. Motion unanimously approved.***

The Board called the meeting to order from the Executive Meeting at 8:45 PM after hearing the Rule Appeals submitted to the Board.

***Motion – Motion was made to approve the recommendations from management as included in the March 4, 2019 (Section III) management report. Unanimously approved.***

***Motion to adjourn the meeting at 8:53 PM. Approved***

**Respectfully Submitted: EPI Management Company, LLC**