

**KINGSPOINTE OF NAPERVILLE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
September 1, 2020**

The Board of Directors meeting of the Kingspointe of Naperville Condominium Association was held by a virtual meeting due to the coronavirus on September 1, 2020. K. Murfay called the meeting to order at 6:00 p.m. and confirmed a quorum of the Board was present.

Present at the meeting: Kim Murfay
 John Quigley
 Dannette Hill
 Julie Lagodney (left meeting at 6:30 pm)
 Chuck Dolan
 Judy Stepien
 S. Elmore – EPI Management

Absent: Ellen Brooks

MINUTES:

Motion – Motion made by K. Murfay to approve the meeting Minutes from June 22, 2020 as presented. Seconded by J. Stepien. Motion unanimously approved.

GUESTS: Kevin Johnson, Elevations Landscaping, gave a report about what they are doing on the property.

TREASURER’S REPORT - The Board reviewed the financial report as of July 31, 2020 as follows:

Total Checking & Savings	\$ 65,241.98
Interfund Accounts Receivable	\$ 27,060.00
Total Accounts Receivable	\$ 30,458.75
Total Current Assets	\$132,757.73
Total Accounts Payable	\$ 63,593.90
Total Other Current Liabilities	\$ 92,208.27
Total Equity	\$ 40,549.46
Total Liabilities & Equity	\$132,757.73

Profit and Loss:

Total Income	\$318,373	Budget \$322,062	Under \$3,689
Total Expenses	\$ 17,057	Budget \$17,507	Under \$450
Outside Services	\$ 72,864	Budget \$114,6760	Under \$41,806
Office Expenses	\$ 2,973	Budget \$3992	Under \$1,019
Insurance	\$ 30,501	Budget \$35,501	Under \$4,000
Misc. Repairs	\$ 31,270	Budget \$38,995	Under \$7,700
Utilities	\$ 20,956	Budget \$18,761	Over \$2,200
Reserve Fund	\$113,842	Budget \$113,842	

COMMITTEE REPORTS:

- **Landscaping Committee** – J. Lagodney had nothing to report.
- **Newsletter/Website** – D. Hill reported that the next newsletter will come out in September.
- **Finance Committee** – J. Stepien had nothing to report other than she would be working on the 2021 budget..
- **Asphalt/Concrete** – J. Quigley had nothing to report.
- **Rules & Regulations Committee** – K. Murfay had nothing to report.
- **Solar Panel Committee** – K. Murfay had nothing to report.

MANAGEMENT REPORT: S. Elmore from EPI reported the following:

- Roofing Project/Wood Replacement - S. Elmore reported that the roofing project has been completed. Net Loss on the projects between cash collected from Farmers and cash disbursed was \$12,690.44. Wood replacement will be funded through the 2020 Roofing Reserve. S. Elmore recommended installing aluminum trim on the buildings located on the west side of Bond if the Board approves the concept. It was mentioned that one building had been done over 12 years ago and still looked good.

Motion – Motion by K. Murfay to approve replacement of the rotted wood on buildings that were not included in the roofing contract. Seconded by J. Stepien. Motion unanimously approved.

- Driveway Replacement – S. Elmore reported that the driveway resurfacing work is scheduled to begin on 9/23.
- Sealcoating – S. Elmore reported that three bids were received for sealcoating in the Spring of 2021.

Motion – Motion by J. Stepien to approve sealcoating by Firemen's at a cost of \$11,995 with the work to be done in spring 2021. Seconded J. Quigley. Motion unanimously approved.

- Muskrats – S. Elmore reported that bids were received to trap the muskrats around the pond.

Motion – Motion by K. Murfay to approve Groen Trapping to remove the muskrats around the pond for one week at a cost of \$2,500 per week. Seconded by J. Quigley. Motion unanimously approved.

- Elevations Plant Material bid was reviewed by the Board –

Motion – Motion by K. Murfay to approve the landscaping plan by Elevations to replace the dead plant material at a cost of \$20,600. Seconded by J. Quigley. Motion unanimously approved.

- Light Bulb Exchange – S. Elmore reported that the work has been completed.
- Landscape Alternatives – S. Elmore reported that most homeowners preferred mulch over stone. He will get bids for the mulch to be installed in May 2021 and also get bids to install steel edging. The bids will be separated by mulch for the buildings and mulch for the outer beds. A sample of the steel edging will be installed at J. Stepien as a sample for the Board to review.

- Vent Cleaning – Interior vent cleaning is on hold due to the coronavirus but exterior cleaning will be done by removing the outside screens and removing as much of the lint as possible. The roof vents were already taken care of during the roof replacement project.

Motion – Motion by C. Dolan to approve exterior dryer vent cleaning as needed using the roofing contractor laborers. Seconded by K. Murfay. Motion unanimously approved.

- Fire Alarm Test – Fire alarm testing has been tabled due to the coronavirus.

RULE APPEALS: Rule appeals were heard during Executive Session.

MISCELLANEOUS CORRESPONDENCE: There was no correspondence for the Board.

INSPECTION REPORT: S. Elmore reviewed the Inspection Report with the Board.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

OPEN FORUM:

- Owner asked about including information on the modification form regarding what the contractors need to submit for approval. Names of contractors that have worked in the area will be included in the newsletter and on the website. The Board agreed to this suggestion.
- Owner asked about the exposed cable boxes. Management will take pictures and send to the cable companies – WOW, Comcast and AT&T.
- Owner asked if any siding would be replaced that was not covered by the insurance claim. S. Elmore stated that there is no money to replace the siding at this time.

ADJOURNMENT:

Motion – Motion by K. Murfay to adjourn the meeting to Executive Session at 7:23 pm. Seconded by J. Quigley. Motion approved.

Motion – Motion by K. Murfay to adjourn the meeting at 7:39 pm. Seconded by J. Stepien. Motion approved.

Respectfully Submitted: EPI Management Company, LLC