

**KINGSPOINTE OF NAPERVILLE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
March 14, 2022**

The Board of Directors meeting of the Kingspointe of Naperville Condominium Association was held on March 14, 2022, at the Naperville Municipal Center. K. Murfay called the meeting to order at 6:52 p.m. and confirmed a quorum of the Board was present.

Present at the meeting:

Kim Murfay
John Quigley
Dannette Hill
Lori DeKeyser
Lacey Garbar
Judy Stepien
Kimberly Galewski
S. Elmore – EPI Management

MINUTES:

*Motion – Motion made by K. Murfay to approve the meeting Minutes from January 10, 2022, as presented.
Seconded by J. Stepien. Motion unanimously approved.*

APPOINTMENT OF OFFICERS AND COMMITTEES:

President – Kim Murfay
Vice President – John Quigley
Treasurer – Judy Stepien
Landscape – J. Quigley (physical), K. Murfay (organizational), J. Stepien, L. Garbar, L. DeKeyser, D. Hill
Communications (Newsletter) – D. Hill
Finance – J. Stepien
Building/Maintenance (Concrete/Asphalt) – J. Quigley

GUESTS: No guests were present.

TREASURER’S REPORT - The Board reviewed the financial report as of February 28, 2022, as follows:

Total Checking & Savings	\$213,938
Accounts Receivable	\$ 28,236
Total Assets	\$268,579.09
Total Accounts Payable	\$ 14,318
Total Liabilities	\$ 69,400.83
Total Equity	\$184,860
Total Liabilities & Equity	\$268,579.90

Profit and Loss:

Total Income	\$ 94,106	Budget \$ 94,603	Under \$497
Prof Services	\$ 4,688	Budget \$ 5,104	Over \$416.60
Outside Services	\$ 22,478	Budget \$ 23,196	Under \$717
Office Expenses	\$ 878	Budget \$ 754	Under \$875
Misc. Repairs	\$ 9,652	Budget \$ 13,041	Under \$3,400
Utilities	\$ 649	Budget \$ 3,518	Under \$2,868
Reserves	\$ 26,624.50	Budget \$ 26,624.50	

COMMITTEE REPORTS:

- **Landscaping Committee** – The Board stated that the Association had switched landscaping companies for 2022 to Sebert beginning 4/1/22 due to cost savings and issues they were not satisfied with Elevations Landscaping. A notice would be sent out to the Members informing them of the changes.
- **Landscape Committee - Tree Trimming** – The Committee stated that they will determine which trees need to be trimmed and removed and then replaced based on the funds available in the budget. One-third of the trees will be pruned this year. This inspection would be done once the trees have begun to blossom.
- **Communications** – D. Hill reported that the spring newsletter will be done next month.
- **Finance Committee** – Nothing to report other than the Association is within the limits of the 2022 budget.
- **Building/Grounds** – J. Quigley will walk the property soon with EPI to review the driveways that should be replaced in 2022.
- **Rules & Regulations Committee** – Nothing to report

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

- **Siding Power Washing** – S. Elmore reported that the contract for the power washing with Suburban Maintenance Services was included with the management report. All buildings will be power washed in 2022 and 25% of the property will be done each year over the next four years.
- **Insurance Package Policy Renewal** – S. Elmore reported that the insurance renewed for 2022. The Board should anticipate an increase in 2023 based on the roof replacement project insurance claim.
- **Landscaping/Plant Materials** – S. Elmore stated that a copy of the contract was attached with the management report. The contract goes through 11/30/22 with Sebert Landscaping.
- **Bond/Gowdy Entrance** – S. Elmore stated that the Landscape Committee may want to look at making modifications to the entrance since several trees have died and that the entry is one of the two main entries to the property.
- **Tree Replacement** – The Landscape Committee will look at all the trees on the property and then decide which trees to remove and replace and make a recommendation to the Board.
- **Exterior Painting Bids** – S. Elmore reported that he received five bids for exterior painting which was reviewed with the Board. The Budget for the painting project was \$78,000. A review of the bids showed

that the bids exceeded the Reserves which was primarily due to increased labor and material costs. The Board decided to retain Suburban Maintenance Services as they were close to the lowest bid, had done the property before and had one of the better warranties.

Motion – K. Murphy moved to approve the painting contract with Suburban Maintenance Services in the amount of \$89,950.00. Seconded by J. Stepien. Approved

- **Driveway Replacement** – S. Elmore re-walked the property to assess the driveways that should be replaced in 2022. He and J. Quigley will determine which driveways are replaced in 2022 and submit the list to the Board at the May meeting.
- **Sewer Line** – S. Elmore reported the plumber had to rod out the main sewer line, but it may not hold. A cleanout needs to be installed on the exterior of the building to access the main line at a cost of \$3,800.00 to be able to thoroughly clean out the main line to the building. S. Elmore has asked the Association's attorney for an opinion on whose responsibility it is to have the cleanout installed. This issue will be reviewed at the May 2022 board meeting.

RULE APPEALS – will be heard during Executive Session

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

UNFINISHED BUSINESS: There was no Unfinished Business to discuss.

NEW BUSINESS:

- **Alarm Inspection Schedule** – S. Elmore stated that homeowners should email Sandy at EPI if they need to reschedule the inspection for the alarms which is mandated by the City of Naperville.

OPEN FORUM:

An owner asked about the paint marks left on the driveway during installation of the streetlight. S. Elmore will contact the City to see if the marks will be removed.

ADJOURNMENT:

Motion – Motion by K. Murfay to adjourn the meeting at 7:22 pm to Executive Session. Seconded by L. DeKeyser. Motion unanimously approved.

The meeting resumed at 7:52 pm.

Motion – Motion by K. Murfay to adjourn the meeting at 7:52 pm. Seconded by J. Stepien. Motion unanimously approved.

Respectfully Submitted: EPI Management Company, LLC