**KINGSPOINTE OF NAPERVILLE** **CONDOMINIUM ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

# November 8, 2021

The Board of Directors meeting of the Kingspointe of Naperville Condominium Association was held by a virtual meeting due to the coronavirus on November 8, 2021. 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

Ellen Brooks

Lori DeKeyser

Lacey Garbar

Judy Stepien

S. Elmore – EPI Management

**MINUTES*:***

***Motion – Motion made by K. Murfay to approve the meeting Minutes from September 13, 2021 as presented. Seconded by J. Quigley. Motion unanimously approved.***

## GUESTS: No guests were present.

**TREASURER’S REPORT - The Board reviewed the financial report as of October 31, 2021 as follows:**

Total Checking & Savings $162,175.53

Accounts Receivable $ 47,335.06

Total Current Assets $246,567.79

Total Accounts Payable $ 69,479.24

Total Liabilities $101,745.76

Total Liabilities & Equity $246,567.79

**Profit and Loss:**

Total Income $463,226 Budget $461,200 Over $2,000

Prof Services $ 29,290 Budget $ 29,275 Over $14

Outside Services $157,575 Budget $161,000 Under $3,559

Office Expenses $ 4,000 Budget $ 7,900 Under $4,000

Misc. Repairs $ 55,599 Budget $ 42,291 Over $13,300

Utilities $ 20,500 Budget $ 18,000 Over $2,550

Total Net Income $ 45,000 $7,526.86 deficit

***Motion – Motion made by K. Murfay to approve the Treasurer’s Report for October 31, 2021 as presented. Seconded by L. DeKeyser. Motion unanimously approved.***

**COMMITTEE REPORTS:**

* **Landscaping Committee** – The Board received an email from an owner regarding the European Black Alder trees around the pond. S. Elmore will get the cost to remove the trees and get an opinion regarding the trees from an arborist in the Spring 2022.
* **Newsletter/Website** – Nothing to report.
* **Finance Committee** – Nothing to report.
* **Asphalt/Concrete** – Nothing to report.
* **Rules & Regulations Committee** –Nothing to report

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

* **Collections** - S. Elmore reported that owners with assessments over $500 were sent a certified letter. If there is no response, they are sent to the attorney. The attorney sends a certified letter giving the owner 30 days to resolve before they file for collections.
* **2020 Certified Audit** – S. Elmore reported that the 2020 audit has been completed and that the Board has received a copy. Mr. Elmore was requesting that the Board approve the audit so that it can be posted on the Association’s website.

***Motion – Motion by K. Murfay to approve the certified audit for 2020. Seconded by J. Stepien. Motion unanimously approved***

* **WOW Agreement** – S. Elmore reported that he is still in negotiations to get the amount closer to Comcast. WOW has been taken over by RCN.
* **2820 Powell Court** – S. Elmore reported that the patios have been installed per the agreed on specifications.
* **Tree Removal Report** *–* S. Elmore reported that the contract is attached for the tree removal by U.S. Tree. The removal of the trees has not yet been scheduled.
* **Gutter Cleaning Proposal** – S. Elmore reported that he received three proposals for cleaning the gutters for all the buildings. The gutters will be cleaned after most of the leaves have fallen.

***Motion – Motion by L. DeKeyser to accept the proposal from Modrano Services for gutter cleaning at a cost of $4,920. Seconded by L. Garbar. Motion unanimously approved.***

**RULE APPEALS** – will be heard during Executive Session

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

**UNFINISHED BUSINESS:**

* 2022 Budget – Will be discussed in Executive Session

**NEW BUSINESS:**

There was no additional New Business.

**OPEN FORUM:**

* Owner asked about cleaning the mold from the buildings. Management received three bids to do this work but the work was deferred while the Board reviewed the budget. The Board will make a decision and have the bids updated for the January meeting.
* Owner asked if the entire building would be power washed. S. Elmore stated that the specs included the entire building. He will inspect the rear light globes prior to the work and ask owners to check that the lights are working when they are done. Owner asked about a plan to replace the siding. The Board will consider setting up a Siding Reserve for replacement but that no current reserves exist for the siding.

## ADJOURNMENT:

***Motion – Motion by K. Murfay to adjourn the meeting at 6:43 pm to Executive Session. Seconded by L. DeKeyser. Motion approved.***

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