

**COURT HOMES OF FRANKFORT SQUARE**  
**CONDOMINIUM ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRETORS' MEETING**  
**February 16, 2023**

The Board of Directors meeting of the Court Homes of Frankfort Square Condominium Association was held at 7:30 P.M., on Thursday, February 16, 2023 virtually.

Present at the Meeting: Ruth Shaver – President  
Lisa Tidwell – Treasurer  
Adolf Castillo - Secretary  
Mark Stevens – EPI Management

**Absent: None**

**Guests: None**

**Unit Owners:** Jennifer Schmuul,

**Minutes:** Motion made by Lisa Tidwell to approve the minutes from the December Board meeting as submitted. Ruth Shaver seconded, approved unanimously.

**Financials:** Lisa Tidwell advised that as of December 31, 2023 the grand total in the checking account, money market and CD totaled as well as Receivables was \$113,590.71. Motion made by Ruth Shaver to approve financials as read. Lisa Tidwell seconded. Approved unanimously.

**Management Report & Open Session:**

- Owner requested camera installation for their tenant over the garage doors. Request was denied. Only cameras permitted at this time are the doorbell cameras. Management will be reinspecting in the spring for cameras installed without approval.
- Spring gutter cleaning and power washing quotes by Aqua Pro were discussed. Lisa Tidwell motioned to approve Aqua Pro for \$8,610, seconded by Adolf Castillo, approved unanimously. Lisa Tidwell motioned to approve Aqua Pro for \$19,995 for power washing, seconded by Adolf Castillo, approved unanimously.
- Board will conduct a deck inspection in spring or early summer to determine repairs considering the requirements for county permits.
- Board chose to post pone revised vehicle rule wording and will address parking problems on a case by case basis at this time.
- Board agreed to propose a new leasing administrative program for the annual lease follow up required. Board will also propose a fine for not submitting leasing documents a minimum of 30 days prior to the start of the lease. Notice of proposed rules to be sent to owners for April or June vote.

- Discussion of removal of a leased unit with a dog will be proceeded with.
- Board would like to review curb cutting companies for possible project.
- Board asked for confirmation from Hamstra on the roofs to replace for 2023.
- Board to review possible weight dog weight limit.
- Reminder was stated that landlords are required to submit lease and census information to management prior to leasing a unit or prior to renewal of a lease. Also all new tenants are to meet with members of the Board for an introductory orientation.
- The Board stated that owners need to contact the Will County Animal Control at 815-469-4907, not the Frankfort Animal Control for any animal issues including voles.

**Rule Violation & Appeals:**

All violations were voted on during the open session.

**Adjournment:** The meeting was adjourned at 8:33 P.M. Next meeting will be held on April 20, 2023. All board meetings are expected to be held virtually.

*Respectfully Submitted:*

*EPI Management Company, LLC.*