

**DOMINION PATIO HOMES ASSOCIATION NO. 1-A  
BOARD OF DIRECTORS MEETING MINUTES  
FOR NOVEMBER 5, 2003**

The following members of the Board of Directors were present:

Terry Sopko  
Preston Marks  
Fred Latzke  
Dave Griffin

Four board members being present, a quorum was declared.

Also present was Angel Runnion of Williamson Management.

**AGENDA:**

Terry Sopko moved to adopt the Agenda. Fred Latzke seconded the motion. The motion was unanimously adopted.

**MINUTES:**

The Minutes for the October 1, 2003 Members annual meeting, Board of Directors meeting, new Board of Directors meeting and Board of Directors Executive session were reviewed. Corrections had been made per the request of Fred Latzke. Fred Latzke moved to approve the minutes as corrected. Terry Sopko seconded the motion and the motion unanimously passed.

**PRESIDENT'S REPORT**

Members were encouraged to run for the various Boards of Directors for the road and the pool and deck so that our members have a voice in the decisions being made.

**TREASURER'S REPORT**

Fred Latzke presented the Treasurer's report. Dave Griffin moved to approve the treasurer's report. Terry Sopko seconded the motion and the motion unanimously passed.

**MANAGEMENT REPORT**

Management presented several proposed annual budgets for the Association to review. After discussion, Terry Sopko moved that the monthly assessment be increased to \$197 for the larger units and \$183 for the smaller units and that management prepare the budget for presentation and adoption to the Board of Directors and members who attend the December 3, 2003 Board of Directors meeting. Preston Marks seconded the motion and the motion passed unanimously.

A discussion took place concerning the amount of the annual insurance premium. Management was directed to determine the amount of the annual insurance premium so that could be included in the proposed budget.

Management was directed to secure a report on the roof inspections that have taken place.

A discussion took place concerning the snow plowing contract. It was decided to accept Adlawn Landscaping Services, Inc. snow removal proposal of \$985 per month for the period November 1, 2003 to March 31, 2004 plus using potassium chloride on the steps and side walks as needed but not the driveways or parking lots. A question arose whether the contract could run from November 15, 2003 through April 15, 2004. After a brief discussion, it was indicated that would change the contract terms. Dave Griffin moved that the bid be accepted. Terry Sopko seconded the motion and the motion passed unanimously.

## **HOMEOWNERS**

The next Board of Directors meeting was scheduled for Wednesday, December 3, 2003 at 6:30 p.m. to adopt the 2004 budget and to consider such other matters as come before the Board of Directors at the meeting.

Management was directed to notify the members of the Association that a Special Meeting of Members would take place on Monday, November 24, 2003 at 6:30 p.m. at the home of Dave and Chris Griffin, 454 Dominion, Wood Dale, Illinois to vote upon incorporating the Association. 21 of the members (75%) will have to vote in favor of incorporating. Terry Sopko moved that management send out an explanation and a proxy to be signed by persons who would not be in attendance. Preston Marks seconded the motion and the motion passed unanimously. Board members will have to contact members who will not be attending the meeting and who do not return a proxy.

Dave and Chris Griffin, 454 Dominion, Wood Dale presented an application for approval of the construction of a treated wood deck on the rear patio area. A description of the deck and a pencil plan were presented to the meeting for review. Terry Sopko moved to approve the application. Preston Marks seconded. With Dave Griffin abstaining, the motion was unanimously passed by the other Board members.

Dave and Chris Griffin, 454 Dominion, Wood Dale presented an application for the installation of an 18" dish for T.V. satellite reception. The Board of Directors felt approval was not necessary so long as the 18" dish is attached to the chimney and not the roof. It was also noted that a dish could be installed on the patio.

## **ADJOURNMENT**

Preston Marks moved to adjourn the meeting. Terry Sopko seconded the motion and the motion unanimously passed.

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Dave Griffin, Secretary