

DOMINION PATIO HOMES CONDOMINIUM ASSOCIATION NO. 1-A
(a not-for-profit corporation)
BOARD OF DIRECTORS MEETING MINUTES
FOR APRIL 13, 2004

The following members of the Board of Directors were present:

Terry Sopko
Fred Latzke
Ron Ranieri
Dave Griffin

Four of five board members being present, a quorum was declared.

Preston Marks a member of the Board of Directors was absent.

Also present was Jory Carrick of Williamson Management.

The following members were present:

Price Sowers
Krystyna Ryback
Scott Ryback
Carl Permanian
Barbara Herlien Timken
Dan Timken

AGENDA:

Dave Griffin moved to adopt the Agenda. Terry Sopko seconded the motion. The motion was unanimously adopted.

APPROVAL OF MARCH 3, 2004 MINUTES

The March 3, 2004 Board of Directors meeting minutes were reviewed. Dave Griffin, secretary noted corrections to the minutes. Terry Sopko moved the approval of the minutes as corrected. Fred Latzke seconded the motion. The motion was unanimously adopted.

PRESIDENT'S REPORT

A discussion took place about the electrical issues relating to the Road Association. Carl Permanian gave his analysis of the electrical matters relating to the Road Association and the master Association. The remaining comments were deferred to the Homeowner's Open Discussion.

TREASURER'S REPORT

Fred Latzke presented the financial reports for the months of November 2003 through February 2004 to the meeting. The members of the Board of Directors had the opportunity to review the reports at the meeting and prior thereto when delivered with the meeting packet.

Fred Latzke moved to approve the financial report for the month ending February 29, 2004. Terry Sopko seconded the motion. The motion was unanimously passed.

Terry Sopko moved to approve the financial reports for the months ending November 30, 2003, December 31, 2003 and January 31, 2004. Fred Latzke seconded the motion. The motion was unanimously passed.

Dave Griffin asked about the status of the audit. The audit has not been completed. Dave Griffin pointed out the Condominium Declaration requires Association dues to be increased for a six month period on a prorata basis to compensate for expenditures that exceed the total 2003 budget and for a shortage in the reserve transfer. This has not been done in the past. If expenditures continue to exceed the total budget in each year, the reserves will be diminished. No action was taken by the Board of Directors.

RESERVE STUDY

Dave Griffin brought up there has not been a reserve study. The Condo Act requires that we have a reserve study. There is a need to determine the useful life of driveways, roofs, wood, paint, etc. by a professional such as professional engineers who perform reserve studies. There is the need to estimate the cost for repairing and replacing paint and wood replacement, roof repairs or replacement on the townhouses and garages, tuck pointing and driveway resurfacing and replacement, etc. There is also the need to estimate when the large projects are to take place and estimate the reserves that will be necessary to be able to pay for those expenditures. There are engineers who do reserve studies by walking the property and analyzing useful life, time line for repairs and replacements, estimated future expenditures, current reserves and determine the amount of reserves that will be necessary. This matter will have to be addressed.

Several members who have been residents for a long time indicated that there had been general agreement that the members would prefer special assessments when the need arises. A discussion took place with other members arguing that the proper method is to have higher assessments to build up the necessary reserves to do necessary work without the necessity of special assessments

Dave Griffin pointed out that Section 605/9(c)(2) of the Condo Act requires that the board of managers need to provide for reasonable reserves for capital expenditures and deferred maintenance for repair or replacement of the common elements. To determine the amount of reserves appropriate for the association, the board of managers

shall take into consideration the repair and replacement cost, the estimated useful life of the property which the association is obligated to maintain including but not limited to structural and mechanical components, surfaces of the buildings and common elements, energy systems and components; the current and anticipated return on investment of association funds; any independent professional reserve study which the association may obtain; the financial impact on unit owners, and the market value of the condominium units, of any assessment increase needed to fund reserves; and the ability of the association to obtain financing or refinancing.

Dave Griffin further pointed out that an association without a reserve requirement in its condominium may elect to waive in whole or in part the reserve requirement by a vote of 2/3 of the total votes of the association. There are no records indicating that the association waived the requirements.

(After the meeting, after a discussion with management, it was discovered that a reserve study could be done by a professional engineer possibly for \$2,500. The professional engineer would provide the information required by the statute.)

MANAGEMENT REPORT

The members have been notified that a special assessment was approved by the Board of Directors at the March 3, 2004 meeting. If there is to be a special assessment the Board of Directors must approve the special assessment.

Dave Griffin moved to adopt the special assessment in the amount of \$59,508 to paint the wood parts of the common elements, repair and replace wood and repair caps. Units having a 3.4264% ownership of the common elements shall pay \$2,038.98. Units having a 3.6802% ownership of the common elements shall pay \$2,190.01. The special assessment shall be paid in two equal installments with the first payment due May 1, 2004 and the second payment due on June 1, 2004. Fred Latzke seconded the motion. The motion was unanimously passed.

Jory Carrick presented two bids from Lakeside Roofing for repairing the garage roofs at 315 Dominion and 321 Dominion. A discussion took place about the proper method of repairing the garages. Carl Permanian suggested another method for repairing the garage roofs. Carl Permanian agreed to provide Jory Carrick with a roofer who does excellent work on flat roofs. Because the roofs were flat roofs and the manner the roofs have been constructed, there have been a lot of problems currently and in the past. Most of the leaks are occurring where the side walls meet the garage roof. Further discussion took place about beginning a process of repairing the garage roofs in stages over a period of years beginning with the garage roofs that were leaking. As a result of the discussion, a motion was made by Ron Ranieri and seconded by Terry Sopko to table the matter of repairing the roofs at 315 Dominion Drive and 321 Dominion Drive. The motion was unanimously passed. Dave Griffin at 454 Dominion and Scott and Krystyna Ryback at 452 Dominion also have garage roofs that are leaking.

HOMEOWNER'S OPEN DISCUSSION

Carl Permanian at 311 Dominion said he wanted to replace the existing driveway in the same location as the driveway currently exists at his own expense. He stated the driveway would be in the same location, the same dimensions and paved to the same specifications or better as the existing driveway. He further stated he understood that if there was a special assessment for replacing driveways or parking areas, he would still be liable for his share of the special assessment and would not receive any credit because he replaced the driveway at his unit. He further understood that he would have to comply with requirements of the Village of Wood Dale.

Dave Griffin made a motion to allow Carl Permanian of 311 Dominion to replace the driveway in the same location as the driveway currently exists at his own expense. The driveway would be the same dimensions and paved to the same specifications or better as the existing driveway. If a special assessment for replacing driveways or parking areas is adopted, Carl Permanian would still be liable for his share of the special assessment and would not receive any credit because he replaced the driveway at his unit. Further the work will have to comply with the requirements of the Village of Wood Dale. Terry Sopko seconded the motion. The motion was unanimously passed.

A late charge had been assessed to Ron Ranieri even though he had paid the monthly assessment at least 10 days prior to the late charge assessment date. Jory Carrick discussed what had happened. Dave Griffin made a motion that the late charges charged to Ron Ranieri be waived. Terry Sopko seconded the motion. The motion was unanimously passed.

Terry Sopko discussed having some trees planted between his townhouse and the parking lot to the south of his unit. His windows on the south side have been hit by golf balls hit from the golf course. Terry Sopko was directed to get some information as to the type of tree, cost of the tree(s) and the cost to install. There was no money budgeted for such an expense.

A discussion took place concerning the procedure for having items, debris or garbage removed that is not picked up by Waste Management during the regular pick up. Townhouse owners should contact Waste Management to arrange to have a special pick up. The townhouse owner would be billed by Waste Management for the special pick up. Board members should notify the townhouse owner if they notice items, debris or garbage that has not been picked up and tell the owner to contact Waste Management.

There was also discussion about garbage that gets blown around or animals get into. People should be encouraged to put the garbage out on the day of pick up and not the night before and also make sure the garbage is in garbage cans.

Price Sowers indicated that Adlawn did not aerate behind 315, 317 and 321 Dominion Drive. Management will contact Adlawn to address this matter.

Price Sowers had walked by the units and noticed that some of the garage doors need painting. Dave Griffin and Price Sowers will walk the area and make a note of the addresses. People can be contacted to either paint the doors themselves or a process can be worked out with American Decorating to paint the doors at a cost to the town house owner.

ADJOURNMENT

Ron Ranieri made a motion to adjourn the meeting. Terry Sopko seconded the motion. The motion was unanimously passed.

Dave Griffin, Secretary

**DOMINION PATION HOMES
 CONDOMINIUM ASSOCIATION NO. 1-A
 MONTHLY DUES ALLOCATION
 BY EXPENDITURE CATEGORY**

Budgeted Expenses for year 2004	\$64,676		Monthly Assessment	
			\$183.00	\$197.00
Pool and Deck Association	\$11,088	17.1%	\$31.23	\$33.69
Road Association	4,368	6.7%	12.26	13.20
Insurance	6,200	9.6%	17.57	18.92
Scavenger	6,300	9.7%	17.76	19.11
Snow Plowing	4,925	7.6%	13.91	14.98
Snow Extras	3,000	4.7%	8.61	9.26
Landscaping	7,000	10.8%	19.76	21.27
Accounting	500	.8%	1.47	1.58
Legal	500	.8%	1.47	1.58
Income Taxes	350	.5%	.92	.98
Office Supplies	500	.8%	1.47	1.57
Management	6,600	10.2%	18.67	20.09
Miscellaneous Administration	400	.6%	1.10	1.18
Roof and Gutter Repairs	7,500	11.6%	21.23	22.85
Exterior Building Repairs	2,500	3.8%	6.96	7.48
Reserve Transfer	2,945	4.7%	8.61	9.25

Note:

1. The monthly amount per unit budgeted for maintenance is as follows:

- a. \$197 Assessment - \$30.33 allocated to maintenance
- b. \$183 Assessment - \$28.19 allocated to maintenance