

**DOMINION PATIO HOMES CONDOMINIUM ASSOCIATION NO. 1-A**  
**(a not-for-profit corporation)**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**FEBRUARY 14, 2005**

The following members of the Board of Directors were present:

Price Sowers  
Liz Nickel  
Fred Latzke  
Dave Griffin

Board Member not present:

Paul Weber

Four Board members being present, a quorum was declared.

The following members were present:

Scott Ryback  
Ann Latzke  
Dave Nickel

**AGENDA**

Dave Griffin moved to adopt the Agenda. Liz Nickel seconded the motion. The motion was unanimously passed.

**APPROVAL OF THE JANUARY 3, 2005 BOARD MINUTES:**

Fred Latzke moved to approve the January 3, 2005 Board of Directors meeting minutes. Liz Nickel seconded the motion. The motion was unanimously passed.

**PRESIDENT'S REPORT:**

The President's report was deferred to be part of the General Discussion.

**TREASURER'S REPORT:**

The Treasurer gave a detailed review of the financial report for the month and year ending December 31, 2004 including actual expenses that exceed budgeted expenses for year ending December 31, 2004. Some of the items discussed were:

- The special assessment for 2004 was \$59,508 for the painting and wood replacement project. The actual cost for the project was \$43,118 for

carpentry and wood replacement and \$24,088 for painting leaving a deficit of \$7,698.

- Postage and Office Supplies was \$1,328 over budget.
- Landscaping maintenance and improvements were a combined \$1,000 over budget.
- Snow plowing and extras were \$1,000 over budget.
- The Reserve Study was \$1,950 which was not budgeted but which the Board of Directors deemed necessary to project necessary future repairs and expenditures.
- For insurance only 3 quarterly payments were made in 2004 as 5 payments were made in 2003.

Fred Latzke moved to approve the financial report for the period ending December 31, 2004. Dave Griffin seconded the motion. The motion unanimously passed.

A discussion took place concerning the cash flow \$5,171.20 deficit that occurred for the year ending December 31, 2004. After reviewing the Declaration, it was decided that the deficit was not an operating income and expense deficit but a deficit caused by a cost over run on the wood replacement and painting project completed in the year 2004. That project was a special assessment. Thus, the operating deficit could not be recouped by increasing the monthly assessment during the period April 1, 2005 to October 31, 2005.

The Treasurer pointed out that the calendar year 2003 ended with a deficit of \$6,594.19 which has significantly reduced the Association Operating Fund in the year 2004.

The Board of Directors agreed to direct Management to send the Balance Sheet as of December 31, 2004 and the Income/Expense Statement for the period ending December 31, 2004 to the members of the Association.

#### **OLD BUSINESS:**

None for this meeting.

#### **GENERAL DISCUSSION:**

##### **Rules and Regulations**

The Board of Directors reviewed the full text of the proposed rules and regulations covering the details of the operation and use of the property that was presented to the meeting.

Dave Griffin moved that a membership meeting be scheduled for March 14, 2005 at 6:30 p.m. at Williamson Management for the specific purpose of discussing the

proposed rules and regulations and the full text of the proposed rules and regulations shall be sent to the Members with the Notice of the meeting. Fred Latzke seconded the motion. The motion was unanimously passed.

### **Garage Roof Repairs and Replacement**

Price Sowers discussed the status of the garage roof repair and replacement project. Price Sowers is scheduled to meet with the City of Wood Dale Building Inspector on Thursday, February 17, 2005 to discuss the matter. After the discussion and the development of specifications for the project, the project would be put out for bid.

An alternative method of repairing the leaks in the garage roof was presented by Carl Permanian at one of the Board of Directors meeting. That involved running the flashing from under the caps on the garage parapet wall and possibly behind the boards. Price Sowers will call Carl Permanian to get the name of the roofer who proposed that solution.

### **Special Assessment to fund Garage Roof Repairs and/or Replacement**

Discussion was deferred until such time as the nature of the repairs and the cost are finalized.

### **Reserve Study**

No further discussion took place at this time. The subject will continue to be addressed.

### **Garbage Pick Up**

Price Sowers reported that he has attempted on at least four occasions to talk with a representative from Waste Management to get costs on once a week pick up. The representative has not returned his calls. The contract with Waste Management expires in August of 2005.

Anne Latzke pointed out there are only two companies that are engaged in garbage pick up in our area and they are BFI and Waste Management. Scott Ryback stated another company in the garbage pick up business was Flood Brothers but it did not appear that Wood Dale was a territory where they provided service.

### **Split Rail Fence**

Management was to be directed to notify Barbara and Dan Timken that the split rails should be replaced in back of their unit. The removal of the split rails for recreational purposes could result in injury and a concern that the Forest Preserve District might install a cyclone fence to the detriment of all Association members. Members

should be encouraged to report directly to management instead of the golf course if they observe split rails removed from the fence.

### **NEW BUSINESS**

Barbara and Daniel Timken incurred \$100 in expense for fixing the cap on the roof of their unit and \$750 to repair and replace rotted wood over the side main entrance to their unit. The proposal to repair and replace the rooted wood was not presented to the Board of Directors or management prior to the time when the repair was done and the cost incurred. The Board of Directors will request management to secure invoices for the repairs including the name of the contractor and attempt to determine the reasonable value of the work performed.

Fred Latzke stated we needed to know the warranty period on the work performed at the Timkin residence. Further that such work should only be performed by a licensed contractor at a proposed cost that is pre-approved by the Board. Otherwise these kind of things will get out of control.

The matter of reimbursement was deferred to a future meeting.

### **EXECUTIVE SESSION:**

The Board of Directors did not go into executive session. The subject scheduled for executive session was talked about in general. Management was to be directed to provide the status of the collection procedures currently being used to collect the special assessment from any member in arrears. Dave Griffin had sent an email to Kelly Koehler on February 14, 2005 prior to the meeting but there was not adequate time to get a response. The matter will be addressed at the March 14, 2005 meeting.

### **ADJOURNMENT:**

Dave Griffin moved to adjourn the meeting. Liz Nickel seconded the motion. The motion unanimously passed.

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Dave Griffin, Secretary