

**DOMINION PATIO HOMES CONDOMINIUM ASSOCIATION NO. 1-A**  
**(a not-for-profit corporation)**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**JUNE 13, 2005**

The following Board members were present:

Price Sowers  
Fred Latzke  
Liz Nickel  
Dave Griffin

Four board members being present, a quorum was declared.

The following members were present:

Scott Ryback  
Jim Smith

**AGENDA;**

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

**PRESIDENT'S REPORT:**

**Garage Roofs**

Price Sowers gave a detailed report on the status of garage roof design, repairs, bids and costs. Additional contractors will be sought for additional bids.

**TREASURER'S REPORT**

**April 30, 2005 and May 30, 2005 Financial Statements**

Fred Latzke moved to approve the April 30, 2005 and May 31, 2005 financial statements. Dave Griffin Seconded the motion. The motion was unanimously passed.

**Report on operating losses for the years ended December 31, 2003 and 2004**

The cash loss for 2004 was \$5,171.20 primarily caused by the cost over run on the wood replacement and painting project of \$7,698.50. The operating loss for 2003 was \$6,594.19. Discussion took place about methods to recover the losses.

### **Report on current operating fund which has a negative balance**

Checks for the reserve account, American Decorating, Pool and Deck Association and Valley Crest Landscaping were currently outstanding and being held due to the negative balance of the operating fund.

The Suburban Bank account has a balance of \$4,000 plus dollars. Discussion was held as to transferring the funds in the Suburban Bank account to the operating fund and not to make further transfers to the reserve account from the operating account.

Dave Griffin moved to transfer the funds in the Suburban Bank account to the operating fund account at Harris Bank. Fred Latzke seconded the motion. The motion unanimously passed.

Dave Griffin moved not to transfer or deposit the February, March, April, May and June 2005 monthly reserve checks in the amount of \$1,068.95 each from the operating account to the Suburban Bank until further direction of the Board of Directors. Liz Nickel seconded the motion. The motion unanimously passed.

Dave Griffin was directed to contact the Association attorney to secure an opinion as to whether operating funds could be raised through a special assessment and further whether the cost over run on the painting and wood replacement project could be raised through a special assessment. The total would be \$14,292.69 or \$510.45 per unit.

### **APPROVAL OF MAY 9, 2005 BOARD MINUTES**

Liz Nickel moved to approve the May 9, 2005 Board minutes. Fred Latzke seconded the motion and the motion unanimously passed.

### **GENERAL DISCUSSION:**

#### **Landscaping**

The landscaper should complete the trimming by Tuesday, June 14, 2005.

#### **Status repairs to stairs and stair walls**

American Decorating had not submitted a bid for the project as of the meeting though they had inspected the property.

Jim Smith indicated he had an individual who could caulk the stairs. He would provide Price Sowers with the individual numbers. The Board also would seek a person with masonry experience who could do the tuck pointing on the stair walls.

## **Handyman**

The Board will continue to attempt to locate a handyman.

## **Amendment to the Declaration**

Dave Griffin reported that the Association attorney had given an opinion that to amend Article II and III of the declaration relating to Unit and Common Element description by providing for limited common elements would take a unanimous approval of the membership and all mortgagees having a mortgage lien on the property.

Dave Griffin reported that the Association attorney indicated that the Association might consider amending other sections of the Declaration that require 75% of the members to approve an amendment. Dave Griffin reported that Article IV, Section (3) (b) entitled balconies and patios provides for exclusive easements for the unit owner pertaining to balconies and patios. This section might possibly be broadened to include court yards and other areas. In addition, Article IV, Sections (4) (b) and (6), are other sections that could be amended with approval of 75% of the members.

The Board was to submit ideas for revisions of those sections. If the Board approved an amendment, 75% of the members would have to sign the amendment and the amendment would have to be filed with the Recorder of Deeds of DuPage County.

## **ADJOURNMENT**

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

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Dave Griffin, Secretary

**AGENDA FOR JUNE 13, 2005  
BOARD OF DIRECTORS MEETING**

- I. Roll Call
- II. Adoption of Agenda
- III. President's Report
- IV. Treasurer's Report –
  - A. Approval of April 30 and May 31, 2005 Financial Statements
  - B. Report on negative operating fund
  - C. Report on operating loss for the year 2004
- V. Secretary
  - A. Approval of May 9, 2005 Board Minutes
- VI. Old Business
- VII. General Discussion
  - A. \$250 per unit special assessment
  - B. Garage Roof Repairs and/or Replacement - status --
  - C. Special Assessment to fund Garage roof Repairs and/or Replacement --
  - D. Status of bids for repairing stairs and stair walls --
  - E. Landscaping issues
  - F. Budget matters
  - G. Handyman
  - H. Other Issues
- VIII. New Business
  - A. Other
- IX. Members Participation
- X. Adjournment

*2004 - Paintings Overage*

*2003 Budget Shortfall*

76,911.00
6,594.00
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83,505.00
5,888.00
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77,617.00

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DOMINION PATIO HOMES CONDO ASSOC NO. 1-A  
Income / Expense Statement  
For Year ending Dec 31, 2004

Description	Actual	Budget	Variance
<b>Operating Income:</b>			
Regular Monthly Assessment	\$64,338.42	\$64,176.00	\$162.42
Late Fee Income	\$750.00	\$300.00	\$450.00
Interest - Operating	\$63.64	\$0.00	\$63.64
Interest - Reserve	\$1,031.27	\$200.00	\$831.27
<b>Total Operating Income</b>	<b>\$66,183.33</b>	<b>\$64,676.00</b>	<b>\$1,507.33</b>
<b>Operating &amp; Admin Expenses:</b>			
Accounting	\$0.00	\$500.00	\$500.00
Management	\$6,960.00	\$6,600.00	-\$360.00
Legal Fees	\$320.40	\$500.00	\$179.60
Professional Fees	\$300.00	\$0.00	-\$300.00
Income Taxes	\$0.00	\$350.00	\$350.00
Insurance	\$5,132.73	\$6,200.00	\$1,067.27
Postage/Printing/Coupons	\$1,828.31	\$500.00	-\$1,328.31
Dominion Road Assoc.	\$4,368.00	\$4,368.00	\$0.00
Pool & Deck	\$11,088.00	\$11,088.00	\$0.00
Misc Admin	\$459.64	\$400.00	-\$59.64
Landscape Contract	\$5,482.50	\$7,000.00	\$1,517.50
Landscape Maintenance	\$1,255.00	\$0.00	-\$1,255.00
Landscape Improvement	\$1,280.00	\$0.00	-\$1,280.00
Snow Plowing	\$7,640.00	\$4,925.00	-\$2,715.00
Snow Extras	\$615.00	\$3,000.00	\$2,385.00
Streets/Drives - Parking Lots	\$650.00	\$0.00	-\$650.00
Reserve Study	\$1,950.00	\$0.00	-\$1,950.00
Scavenger	\$6,749.72	\$6,300.00	-\$449.72
Roof/Gutter Repairs	\$1,329.00	\$7,500.00	\$6,171.00
Ext Building Repair	\$2,074.00	\$2,500.00	\$426.00
H/O Chargeback	\$197.42	\$0.00	-\$197.42
Trans to Reserve	\$2,945.04	\$2,945.00	-\$0.04
Interest on Reserve	\$1,031.27	\$0.00	-\$1,031.27
<b>Total Operating &amp; Admin Expenses:</b>	<b>\$63,656.03</b>	<b>\$64,676.00</b>	<b>\$1,019.97</b>
<b>Operating Income/Loss</b>	<b>\$2,527.30</b>	<b>\$0.00</b>	<b>\$2,527.30</b>
<b>Special Painting Project:</b>			
<b>Income:</b>			
Special Assessment	\$59,508.00	\$59,508.00	\$0.00
<b>Expenses:</b>			
Ext Carpentry Work	\$43,574.50	\$35,876.00	-\$7,698.50
Exterior Painting	\$23,632.00	\$23,632.00	\$0.00
<b>Total Painting Project Expenses</b>	<b>\$67,206.50</b>	<b>\$59,508.00</b>	<b>-\$7,698.50</b>
<b>Total Painting Project Overrun</b>	<b>-\$7,698.50</b>	<b>\$0.00</b>	<b>-\$7,698.50</b>
<b>Current Year Net Income/Loss</b>	<b>-\$5,171.20</b>	<b>\$0.00</b>	<b>-\$5,171.20</b>