

MINUTES of the PRESTWICK HOMEOWNERS ASSOCIATION
January 20, 2011

Present: Jim Nolting, Brandon Palmer, Greg Metschke, Tom Kazmierczak, Tom Wiese, Bill Matevich, Rachel Gilmore

Absent: Rich Misiorowski, Joey Buck, Tom Barz, Marc Steinman, Ray Rossi

Tom K. moved and Tom W. seconded to approve the December minutes. All were in favor.

ENTRANCES

1. Holiday Lights

Jim reported that Koreman will finish removing the lights at the entrances by 1/23/11.

2. Lighting

→ ACTION ITEM: Tom W. will purchase a replacement lens for one of the trial uplighting fixtures. The original shattered.

→ ACTION ITEM: Tom W. will do research this spring to find a vendor who can suggest the appropriate type of spotlight for the entrances.

3. Entrance Stones

Both sides of the entrance stones at Highland are discolored, probably due to rust in the sprinkler water.

→ ACTION ITEM: Tom W. will get estimates for cleaning and sealing the stones.

MEMBERSHIP

1. Annual Dues Letter

After a suggestion from Tom B., the condo dues will be increased to \$40/condo this year.

Rachel reported that the updated 2011 letter/response form includes a check off box for electronic payment with instructions to return the membership form.

→ ACTION ITEM: Rachel will get the 2nd notice sent out March 1 with a due date of approx. March 10 so that she can generate a current membership report before the March 24 meeting.

2. Ad Letter

Rachel reported that Liberty is printing, folding and stuffing the ad letter into envelopes which they are donating to the project (last year PHA bought them). Rachel will then address with the Chamber labels, add postage and mail the first week in February.

3. Recording of Dues

Jim talked to the new account manager at Standard Bank (Patricia McNullis). She indicated that Kerri Fane provided too many services for our type of account but that she would continue to offer them. She will have her tellers give copies of the checks with each deposit ticket.

4. New Resident Packet

Greg showed a sample of the new resident folder and indicated that Liberty will be printing 50 folders for \$250 (approximate). The folders contain information on Village services, a welcome letter, the dues letter, a newsletter, Prestwick Country Club information, park district information, school information and a PHA directory. The folder will be delivered with a bottle of Prestwick wine.

Greg reviewed the delivery area coverage. Bill, Tom K. and Tom W. took Highland and Shetland. Greg will talk to Marc and Rich about Prestwick Drive beyond the clubhouse.

Bill will deliver the first new resident folder/wine to the Gabeys who moved into 976 Shetland.

The Board thanked Brandon and Greg for an outstanding job preparing the new resident packets and Tom for arranging for the Prestwick wine. These will make a great first impression.

ARC

No report

FINANCIAL

1. Treasurer's Report

Tom K. noted that PHA has a balance of about \$18,000 in the bank. The biggest expenditure in 2010 was for landscaping.

Tom K. will file taxes when the form comes but does not anticipate owing any tax.

Greg moved and Brandon seconded to accept the report. All were in favor.

SOCIAL

No report.

SECURITY

No report.

WEB SITE

No report.

GOVERNMENTAL

1. Homeowners Association Class at JJC

Another class like the one Tom K. attended will be offered at JJC beginning Feb. 21. If any board member wants to attend, PHA will cover the \$90 registration cost.

2. HOA Attorney

Discussion was held about inviting the attorney who taught the HOA class at JJC to meet with the PHA board to review the bylaws and make recommendations regarding possible changes.

→ ACTION ITEM: Bill will follow up with the attorney to see when he is available to come to a meeting.

→ ACTION ITEM: Bill will collect questions from the board members in advance of the attorney's visit.

3. Code Violation Enforcement Committee

Rich and Marc were both absent; however, Jim noted that Marc has been meeting with various homeowners when code violation issues have come up.

Tom W. reported on a current situation regarding the Glenbarr lot, which backs up to Tom's property along with two of his neighbors. This lot is never maintained and repeated efforts to engage the homeowner have gone nowhere. Standing water has also become a major concern because the lot's drainage is not adequate.

One of Tom W.'s neighbors (Dave Curtis) is going to write a letter to the Village about this situation. The letter will be given to PHA with the request that PHA send it on behalf of its member homeowners. The letter will focus on the Village's stated adherence to the 2006 Property Management Code calling for clean, safe, sanitary conditions on Village property and that grading and drainage should be done to prevent standing water. Mr. Curtis will list the ways that the neighbors have maintained this lot over the years and ask for suggestions from the Village for future maintenance.

→ ACTION ITEM: Jim will invite Mack to attend the meeting with the HOA attorney in light of this code violation situation and Mack's interest in that area.

NEWSLETTER

The next newsletter will go out at the end of January to all members. It will include:

1. Why Join PHA
2. A welcome to any new members
3. A thank you to Liberty
4. An article on Tom Barz and Ray Rossi and their recent achievements
5. An update on the safety barriers at the Harlem track crossing/quiet zone

→ ACTION ITEM: Rachel will add an article about the holiday lights and fall seasonal decorations that will hopefully continue with resident support through membership.

NEW BUSINESS

1. Slate for board members for 2011 includes: Jim Nolting, Rich Misiorowski, Bill Matevich, Tom Kazmierczak, Tom Wiese, Tom Barz, Joey Buck, Greg Metschke, Brandon Palmer, Ray Rossi and Marc Steinman.

2. The Executive Board slate includes: President—Jim Nolting, Vice President—Tom Wiese, Secretary—Bill Matevich, Treasurer—Tom Kazmierczak.

3. The Committee Heads include: Social—Joey Buck, Government Affairs—Rich Misiorowski, ARC—Tom Barz, Entrances—Tom Wiese, Membership—Greg Metschke and Brandon Palmer, Code Enforcement—Marc Steinman and Rick Misiorowski.

4. Bank Services

Discussion was held and the recommendation made to reevaluate Standard Bank's services in fall 2011 and see if Standard is willing to continue providing the necessary services.

5. Long Term Landscaping Plan

Discussion was held on the need to create a long term landscaping plan which would include the culdesacs and the courts. The hope is that current non-members would choose to join if they saw where their money was likely to be spent.

→ ACTION ITEM: Jim will send an email soliciting resident feedback for long term PHA spending plans and involvement..

Next meeting: March 24 at the Club.

Respectfully submitted,
Rachel Gilmore
Recording Secretary