

# MINUTES OF THE PRESTWICK HOMEOWNERS ASSOCIATION

November 4, 2010

Present: Jim Nolting, Bill Matevich, Tom Wiese, Rich Misiorowski, Tom Kazmierczak, Rachel Gilmore

Absent: Tom Barz, Joey Buck, Ray Rossi, Marc Steinman, Brandon Palmer and Greg Metschke

August's minutes were approved unanimously.

## ENTRANCES

### 1. 2011 Landscaping Work

a. Tom W. met with Bob Tunzi and Laurie Wessman and walked all of the entrances discussing possible changes and additions to plantings and the maintenance schedule for 2011. The Tunzi bid for 2011 is \$10,900, up from \$9,800. However, there is additional work and plantings included in that estimate, and it is still several thousand dollars less than the next closest bid from 2009 for 2010 work. Per previous Board discussion, the recommendation is to continue with Tunzi for another year or two to see how he handles things and then go out to bid again if the work is not satisfactory. Tom W. added that Bob is very flexible and accommodating and has responded to any concerns quickly.

In addition, Bob and Laurie recommended putting in more 3-season perennials at the condo village entrance on Prestwick Dr. since there is no water at this location.

The Board may also want to look at the membership list next spring and locate one or two members in the condo village, along with the other four entrances, who might volunteer for bed upkeep at the beds near their homes.

As part of the final fall clean up, Tunzi will plant bulbs and will take down the old fence in the Shetland entrance bed.

Tom W. also had Tunzi prepare a separate estimate for one time maintenance issues like clearing out dead trees/branches at several entrances, trimming back other shrubbery and replacing a burning bush. This estimate was \$1760.

- **ACTION ITEM:** Tom W. will call Tunzi and confirm that PHA can pay the total bid in 5 installments, one per visit.

Tom K. moved and Rich seconded that PHA accept the one time maintenance work bed of \$1760 and the landscaping contract bid for 2011 for \$10,900, with the stipulation being that PHA divides the \$10,900 into 5 equal payments. The Board unanimously approved the motion.

- ACTION ITEM: Rachel will write a thank you letter to Laurie Wessman for her time and send to Jim for signature.

b. Christmas Decorations

Marikay walked the entrances and recommends a mix of warm and cool LED lights with tiny C3 bulbs. She also recommends purchasing woven twig deer and lighting them with white lights.

Discussion was held about decorations. Concerns are over the current lack of power at the entrances, the question of who will do the decorating and where the items will be stored in the off season.

Tom W. said that he needs to go look at the light posts at the entrances to see if there is a blank cut out for a receptacle. If there is, he thinks it would cost approximately \$400-500 for Excel to install receptacles at each entrance.

- ACTION ITEM: Tom W. will call Excel and ask about the cost of adding outlets to the four entrances with light posts (all but Prestwick Drive).

Tom K. moved and Bill seconded that Tom W. contacts Excel Electric to get their proposal to install electrical outlets at four entrances with the cost not to exceed \$1,000. All were in favor.

Tom W. moved and Rich seconded to purchase holiday decorations (fresh wreath and white lights) for 5 entrances not to exceed \$750. All were in favor.

c. St. Andrews Sprinkler Head

The sprinkler head at the St. Andrew's entrance is blocked by the light post. Tom W. will look at the light and see what PHA can do in terms of moving one or the other.

## MEMBERSHIP

### 1. Annual Dues Process

#### a. January dues letter

#### b. Follow up with non-responding residents

Greg and Brandon have agreed to head this up. Discussion was tabled until they could be present.

### 2. New Resident Welcome Program

Greg and Brandon have agreed to head this up. Discussion was tabled until they could be present.

### 3. Set dues and ad costs

Discussion was held regarding dues amount and directory ad rates. The Board agreed to keep the dues at \$80 for a single family home and \$50 for a condo. The ad rates will stay the same as last year: \$100 for full page, \$75 for 2/3 page and \$50 for 1/3 (business card size) ad with a 20% discount for PHA members.

### 4. Community Bulletin Board

No discussion.

## 5. New Members

- ACTION ITEM: Jim will follow up with Larry Vena and Kelly Cloby who attended the Oktoberfest event and wanted to join the PHA. He will also make sure they receive a directory.

## ARC

No report.

## SOCIAL

### 1. Oktoberfest

Approximately 40 PHA members attended the event. The evening went well.

## SECURITY

There was a discussion about recent burglaries in Prestwick. The four arrested youth from Oak Lawn confessed to some but not all of the recent break ins. One of the police commanders told Jim that burglars seem to be using the bike trail and the railroad tracks as their way into the neighborhood, instead of coming in vehicles. The commander also noted that the type of entrance security cameras that PHA has investigated recently are not good for capturing license plates so probably would not be worth the expense.

## WEB SITE

No report.

## FINANCIAL

The Board reviewed the P/L statement and Tom K.'s treasurer report. Discussion was held on the current reserves (approximately \$25,000.00). Tom K. noted that no major expenses are forthcoming. The Board agreed that keeping a reserve fund was wise.

Bill moved and Rich seconded to accept Tom K.'s report. All were in favor.

## NEWSLETTER

### 1. Newsletter Content

The next newsletter will go out in January.

Discussion was held about content. The Board will finalize content at the December meeting. Currently, articles include:

1. Why Join PHA
2. Welcome to New Members
3. Thank You to Liberty
4. Congratulations to Tom Barz (Man of the Year) and Ray Rossi on being elected judge
5. Update on the safety barriers at the Harlem track crossing which will allow for a quiet zone designation

## 2. Newsletter Ads

A brief discussion was held on the possibility of including ads in the newsletter, but as it would likely increase newsletter page count and add work for Liberty, the Board agreed not to pursue newsletter ads at this time.

## GOVERNMENTAL

### 1. Code Violation Enforcement Committee

The committee needs to meet to determine a recommended procedure for dealing with code violations before meeting as a group with the Village.

- ACTION ITEM: Marc needs to contact Rich and Tom W. to set a meeting date.

### 2. Homeowners Association Class

Tom K. attended a HOA Law class offered by JJC. He gave a report and raised several questions regarding the rights and responsibilities of the PHA board.

In particular, Tom recommends that the Board seek an outside legal opinion from an HOA legal expert to review the PHA bylaws and determine what can or cannot be changed within the bylaws, as well as any operational/procedural changes needed to be made by the Board.

Rich moved and Jim seconded to table discussion until the December meeting. All were in favor.

## NEW BUSINESS

None.

***Next meeting: Thursday, December 9, 7 p.m. at the Club.***

Tom K. moved and Tom W. seconded to adjourn. All were in favor.

Respectfully submitted,  
Rachel Gilmore  
Recording Secretary