

MINUTES of the PRESTWICK HOMEOWNERS ASSOCIATION
December 7, 2006

Final draft to be approved at the January meeting.

Present: Dan Smith, Jim Nolting, Bill Matevich, John Mackowiak, Sue Bloomfield and Rachel Gilmore (Recording Secretary)

Absent: Janice Werner, Dan Kresach, Tom Barz, Paul Koreman

GOVERNMENTAL

1. Bike Path

Dan reported that the Frankfort Station called him for quotes regarding the new bike path since the Village approved it at a recent meeting. They are proceeding with securing grant funding for it.

2. Harlem

New trees are going in on Harlem. They are spruces and are set in two rows. They are located on homeowners' property so that they won't be affected when the work starts.

The Board has the following priorities for Harlem work:

- PHA needs to meet with the Village again to review the plans for the Sauk Trail/Harlem intersection
- PHA will ask the Village to lay PVC pipe for future sprinklers to be able to water the trees and the Sauk/Harlem intersection
- PHA will ask the Village to put a big "Welcome to Frankfort" sign at the intersection since it is one of the main entry points into the Village

SECURITY

No report.

ENTRANCES

The Board discussed the need to rebid the maintenance contract for the entrances for mulching, seasonal plantings and maintenance. It was agreed that the Board needs to come up with a specific list of what it wants regarding hardscape and flowering bushes so that piece can be bid out.

The Board agreed that it makes sense to have a hardscape design plan done for Highland and St. Andrew's but to wait to design anything for the Harlem entrances until Harlem is completed.

- ACTION ITEM: Dan will ask his brother Terry to do a design plan for hardscape that can be bid out.
- ACTION ITEM: Bids will be sent out in January.
- ACTION ITEM: Mack will call Harriet of the Garden Club to talk about PHA/Garden Club collaboration on entrances.

- ACTION ITEM: Sue will talk to Bob Malkowski (?) about the same topic.

ARCHITECTURAL REVIEW

1. Re: the burned down house lot...new plans were submitted to the Planning Commission but Bill did not think the Village had approved them yet.
2. Dan reported that Jerry Kasala's plans were approved for a 3400 s.f. addition with pool.

SOCIAL

Kudos to Sue for the great Oktoberfeste party.

Sue reported she thinks PHA needs to do a family event next, maybe a block party. However, she would need committee support since a block party would involve more planning. Discussion was held about holding a block party in conjunction with a Club event, but Sue said that would probably be expensive. It was noted that there may be a better chance of the Club partnering with PHA since there has been a change in leadership of both the Club board and the Club management.

WEB SITE

Jim reported that Doug is doing a great job keeping up the site. Everything is up to date at the moment.

MEMBERSHIP

No report.

FINANCIAL

1. Bark Park Donation

The Board discussed making a donation to the Bark Park, per Phil Simmons' request. However, it was decided that since PHA did not participate with BETA this past year, we do not have the additional funds to make donations to community organizations. It is possible that PHA could send some volunteers to help with a spring work day.

- ACTION ITEM: Dan will contact Phil and let him know that PHA cannot make a donation at this time since there were no BETA funds to work with.

2. Accounting Report

No report.

NEW BUSINESS

1. Budget for 2007

The Board reviewed Jim's financial data from the past 5 years and created a budget with the following categories:

Anticipated Revenue:	
Dues	\$21,000
Carryover	\$10,000

TOTAL	\$31,000

Anticipated Expenses	
Postage	\$ 800
Advertising	0
Architect	2,500
Publications	4,500
Landscaping	
Maintenance	2,000
Projects	7,000
Contributions	0
Social	2,500
Legal Reserve	2,500
Web site	500
Insurance	800
Secretarial	2,500
Miscellaneous	400

TOTAL	\$26,000

Any extra funds at the end of the year will be put into the Legal Reserve line item to build it up.

2. Insurance

- ACTION ITEM: Bill and legal committee will review the Directors Insurance policy and decide if the deductible and coverage are appropriate.

3. Newsletter

The next newsletter will go out after the January board meeting. There will be a notice in the newsletter that the dues letter will be coming out in February. Dues will remain the same at \$75.

The newsletter will include:

- What Have We Done for You Lately article
- What We Will Be Doing for You This Coming Year article
- Notice of dues letter forthcoming
- Slate with notice of voting to take place at February meeting.

- ACTION ITEM: Rachel will have a preview copy ready for the January board meeting.

4. Advertising

After discussion about advertising in the directory and revenue from advertising, it was decided that Rachel would assist with securing the ads and payment so that ad payment did not end up in with member dues.

- ACTION ITEM: Rachel will send a letter and a copy of the current PHA Directory ad to each current advertiser, as well as any advertisers from recent books. The letter will serve as an invoice to the advertiser, who will be asked to respond by January 31 with payment. If there is no payment, then the business will not be included.
- ACTION ITEM: Rachel will email Doug and ask what he has set up for on line advertising so that this option can also be offered in the letter.

5. 2007 Elections

The Board will nominate for officer positions in January and elect them at the February meeting.

Mack officially nominated Jim Nolting for President.

6. Dues Letter

Board discussed dues. They will stay the same at \$75. Jim recommends and Board agrees using the personal approach to phone people who are non-joiners. A special welcoming letter should also be sent to non-joiners encouraging them to join.

7. BETA

- ACTION ITEM: Bill will bring a copy of the BETA letter to the January meeting.

8. Legal Committee

Bill will ask Ray to meet with him outside of Board meetings as part of the legal committee. Bill can then report back to the Board for the committee.

The next meeting is Thursday, January 18, in the back room of Grayce's, 7 p.m.

Respectfully submitted,
Rachel Gilmore
Recording Secretary