



Prestwick Homeowners Association Board Meeting Minutes

Thursday February 10, 2022, 7:00 pm In-Person@ Prestwick CC/Teleconference

Present: In-person: Brandon Palmer, Cathy Wrigley, Rich Zaremba, Greg Bird,

Lauren McFarland, Bill Schomburg

Teleconference: Joe Carlasare, Lee Hill, Tom Kazmierczak, Jim Nolting

Absent: Marc Steinman

Guest/s: None

Call to Order- 7:00 pm

- November 10th Board Meeting Minutes
 - Motion to accept above November Board Meeting Minutes.
 - Motion Bill S. Second Greg B. (Motion approved)
- December 9th Board Meeting Minutes
 - Motion to accept above December Board Meeting Minutes.
 - Motion Bill S. Second Greg B. (Motion approved)

Committee Reports:

- **Entrances- Marc Steinman**
 - i. Marc absent. No report. Discussion on Prestwick Dr. entrance tabled till next meeting. Brandon spoke to the issues with entrance holiday lighting this year, but once all corrected, entrances looked good.
- **Membership- Cathy Wrigley**
 - i. Currently have 215 residential PHA members signed up for 2022, as opposed to 217 last year at the same time.
 - ii. 51 members or approximately 25% of the members signing up using Venmo for payment, as opposed to approximately 20% last year.
 - iii. As 2022 dues are not required to be paid till 2/28/22, reminder follow up will happen after this date and Cathy/Brandon will send out email reminders. Many renewals came

in at \$100.00 vs. the \$125.00 fee for this year, but no one has questioned the due's increase for 2022. Cathy questioned the Board on some returned renewals she has received.

- iv. Bill had questions on residential versus condo membership numbers. Greg complimented Cathy on job she has done regarding membership and feels this year is on track to match last year.

- **Marketing/Social Media- Lauren McFarland**

- i. Lauren will include a reminder note in the next PHA newsletter regarding membership renewal for the new year and will continue to include ongoing events and ordinances throughout Frankfort. Brandon indicated next PHA newsletter should come out at the end of the month.
- ii. Indicated last newsletter addressed the coyote issue throughout the neighborhood, and coyotes are widely discussed on the Prestwick resident Facebook page as well.
- iii. Greg suggested that the PHA newsletter also ask residents to pick up any trash they may see lying around, especially on garbage day, as a courtesy to all residents.

- **Architectural Review (ARC)- Bill Schomburg**

- i. All has been quite on building projects of late. Mainly roof and window replacements. Waiting for a response from a homeowner concerning the possibility of putting a portico addition onto residence. Bill reiterated he tries to respond same/next day on resident requests.
- ii. Cathy indicated she was not able to make meeting with residents and village concerning tree preservation discussion in the village and surrounding neighborhoods.

- **Financial- Tom Kazmierczak**

- i. Tax return for 2021 the HOA has been filed by Tom. Has been accepted by the Illinois Department of Revenue and by the IRS at the federal level.
- ii. Treasurer's report for December discussed. Sources of revenue the month: \$0.11 interest on the Money Market account. Disbursements for December include: \$180.00 paid to Catalyst Consulting and a debit memo for \$15.00 service charge for Chase Bank (which was reversed at the beginning of January.) Reviewed balances in Operations/Money Market accounts.
- iii. A copy of the entire year's financial transactions was also submitted by Tom to the Board.

Motion to approve the December Treasurer's Report.

Motion Greg B. Second by Joe C. (Motion approved)

- iv. Treasurer's report for January discussed. Tom indicated the PHA has had the best collection of membership dues in January since Tom has been Treasurer. \$21,920.00 collected in membership dues. Collected \$60.00 as well from an ad. Disbursements for the month included: \$1645.00 to Tom Barz & Associates for insurance; \$17.00 to

Rich Zaremba for the PHA annual corporate filing: and a \$33.80 service charge from Chase Bank. Reimbursed back to the Money Market account \$1500.00 from the checking account from deposits made. Reviewed balances in Operations/Money Market accounts.

Motion to approve the January Treasurer's Report

Motion Greg B. Second by Bill S. (Motion approved)

- v. Brandon discussed reaffirming the revised budget proposal for 2022.

Motion to approve the revised budget for 2022.

Motion Greg B. Second by Cathy W. (Motion approved)

- vi. Jim thanked, and Board agreed, that Tom has done an outstanding job over many years as PHA's Treasurer.
- vii. Bill questioned if contact has been made with Mayor Ogle and the village concerning the costs of taking on the maintenance of the Prestwick Dr. entrance. Brandon acknowledged that this is something for Marc to potentially look into.

- **Social- Brandon Palmer**

- i. Block party reminder by Brandon PHA will provide up to \$100.00 to support a block party in each section (Aberdeen, Prestwick Dr., Shetland, Highland/St. Andrews Way.) Everyone in the section must be invited (including all cull-de-sac and condos.)

- **Security- Brandon Palmer**

- i. Lock it or Lose it reminder.
- ii. Entrance security camera discussion and concerns/costs/privacy discussed, as this has been a past concern/request to examine at all Prestwick entrances by a number of Prestwick residents, including a discussion of those residents who already have cameras on their property. Greg suggested conducting a survey of residents who may be in favor/or not of adding entrance cameras. Brandon will put together a survey regarding this issue prior to the next PHA meeting.
- iii. Brandon addressed the reason why blue ribbons had been placed at the Prestwick entrances and various individual homeowner's residences, concerning a young Frankfort girl who is suffering from an inoperable health condition.

- **Website- Brandon Palmer**

Has been updated.

- **Governmental- Joe Carlasare**

- i. Joe indicated police department dialogue continues. Complaint issues traditionally quite down in the winter months, but police are monitoring speeding issues on both sides of Prestwick. In May, the police department will be offering a speed trailer at a location of the PHA Board's choosing, and Joe suggests putting this trailer on

Highland Ave. This would be for a 1–2-week period to help monitor speeding concerns.

- ii. Joe indicated he has been contacted by a few candidates (State Senate and Judicial candidates) running in the primary election in June concerning a potential candidate forum run by PHA based upon the past municipal election form run by PHA last fall. Discussion held by Board on this issue. Agreed the Board will pass on any type of PHA sponsored candidate forum for the upcoming primary elections. No decision at this time on any PHA sponsored general election candidate forums.
- **Code Enforcement- Brandon Palmer**
 - i. Current homeowner issues discussed and monitored, and majority of issues have been cleaned up. Few ongoing issues are being monitored by Brandon and Dena Petraitis from the Village of Frankfort.
 - **Legal- Brandon Palmer**

No new report.
 - **E-Newsletter- Brandon Palmer**

No new report other than what has been detailed previously above.

Next meeting date: Thursday March 10th, 2022, 7:00 pm at PCC/teleconference.

Motion Greg B. Second by Bill S. (Motion approved)

Meeting Adjourned 8:03 pm

Respectfully submitted,

Rich Zaremba, Secretary