



## Prestwick Homeowners Association Board Meeting Minutes

Thursday, March 9, 2023, 7:00 pm @ Prestwick CC/Teleconference

Present:

In-person: Brandon Palmer, Cathy Wrigley, Marc Steinman, Traci Rosenwinkel, Jim Nolting

Teleconference: Joe Carlasare, Tom Kazmierczak, Lauren McFarland

Absent: Lee Hill, Greg Bird

Guest(s): None

Call to Order: 7:02 pm

- February 9, 2023 Board Meeting Minutes
  - Motion to accept February Board Meeting Minutes.
  - Motion by Jim. Second by Cathy. (Motion approved)

**REMINDER** – We are seeking a Board member to handle new resident visits in the Prestwick Drive section; if you know anyone who is interested, please have them reach out to Brandon

### COMMITTEE REPORTS:

- **Entrances – Traci Rosenwinkel**
  - i. Lengthy Discussion held about landscaping quotes. Agreement that Beary hasn't done the best job over the last few years. Nogas appears to deal more with hardscape than annual plantings and maintenance. Bill's is new to HOA maintenance which is a concern. Lauren spoke with someone from Southwick who stated that JTP has always done a nice job with their entrances. Joe and Kaz commented on the detail put in to JTP's estimate.

Motion to Approve JTP estimate, not to exceed \$21,468.  
Motion by Cathy, Second by Jim (Motion Approved)

- ii. Traci will discuss the cost of the mulch/mulching with JTP as it is a separate contract item and their quote was a bit high.



- **Membership – Cathy Wrigley**

- i. Currently have 260 residential PHA members signed up for 2023, as opposed to 267 last year at the same time.
- ii. Cathy contacted every Yes to No person (57 of them) this year. 20 of them sent in dues.
- iii. About 30% of dues this year have been paid via Venmo.
- iv. Lauren will get ad pricing for the directory.

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

- i. Lauren will continue to include ongoing events and ordinances throughout Frankfort.
- ii. Two new advertisements in the newsletter last week.
- iii. Include Earth Day (April 22, 2023) festivities in next newsletter.
- iv. Promotion/post on Facebook page about the Zoom candidate forum was well received.
- v. Greg has ordered the trees for the free tree giveaway. He will notify when they are in and the details of the giveaway. Hopefully we'll have details in time for April newsletter.
- vi. Lauren to get newsletter to Brandon by April 3<sup>rd</sup>.

- **Architectural Review (ARC) – Marc Steinman**

- i. Marc stated it was a busy month. 10 issues including three window requests, two roofing requests, two paving requests and one arbor issue.

- **Financial – Tom Kazmierczak**

- i. Treasurer's report for February discussed. Sources of revenue the month: \$0.13 earned in Money Market, \$5,030 in dues received. Disbursements for February include \$15 to Illinois Secretary of State for filing of the Annual Report and Change of Registered Agent. Reviewed balances in Operations/Money Market accounts.

Motion to approve the February Treasurer's Report.

Motion by Marc. Second by Jim. (Motion approved)

- **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.



- **Website – Brandon Palmer**

- i. Nothing to report.

- **Governmental – Joe Carlasare**

- i. Village Trustee Candidate Forum – 37 people logged in. Posted Youtube video as well. Got about 400 views.
- ii. Contacted by candidates and public with desire to do a forum for the 157C school board.
- iii. Joe will move forward with setting up forum for the school district candidates.
- iv. Joe has been contacted by a non-member resident about a Village violation. He will email her that she needs to contact the Village regarding compliance.

- **Code Enforcement – Brandon Palmer**

- i. See Governmental above and a trailer with snowmobiles has been addressed.
- ii. If you would like for Brandon to submit Code Enforcement items on your behalf, please provide the address, the nature of the issue, how long it's been going on for, and picture(s) of the issue. This will help ensure the Village can react to it as quickly as possible.

- **Legal – Brandon Palmer**

- i. No new report.

- **E-Newsletter – Brandon Palmer**

- i. Discussed above.

Next meeting date: Thursday, April 13, 2023, 7:00 pm at PCC/teleconference.

Motion to Adjourn.

Motion by Marc. Second by Jim. (Motion approved)

Meeting Adjourned 8:11 pm

Minutes taken by Traci Rosenwinkel, Secretary