

# **Prestwick Homeowners Association Board Meeting Minutes**

**Thursday, September 8, 2022, 7:00 pm Prestwick Country Club/Teleconference**

Present: Brandon Palmer, Cathy Wrigley

Present: Teleconference: Jim Nolting, Lauren McFarland, Tom Kazmierczak, Greg Bird

Absent: Lee Hill, Rich Zaremba, Joe Carlasare, Marc Steinman

Guest/s: Lee Washington, resident

Call to Order- 7:03 pm Brandon indicated a quorum was present for this meeting.

Aug 18<sup>th</sup> Board Meeting Minutes

Motion to accept above Aug 18<sup>th</sup> Board Meeting Minutes.

Motion Tom K. Second Cathy W. (Motion approved by all.)

## **Committee Reports:**

### **Entrances- Marc Steinman**

Brandon said there were no updates from Marc. We did note that Shetland and Highland stones are leaning and St. Andrews stones need cleaning. Can Beary do this?

### **Membership- Cathy Wrigley**

Cathy met 5 new residents in the past month. All joined PHA. Anyone who has joined to this point will be listed in the online directory that Brandon will be updating in the next few weeks.

Brandon indicated there are still a few houses currently being listed and sold in Prestwick.

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

Lauren has been publishing pictures from social events in the newsletter, as well as safety tips. Any ideas for the newsletter can be e-mailed to Lauren. The next newsletter will be out at the start of October.

### **Architectural Review (ARC)- Brandon Palmer**

Marc has offered to take over ARC position in addition to Entrances until a replacement can be found. Marc has been involved in dealing with the solar panel issues, as well.

Cathy motioned to elect Marc to ARC board position. Tom 2nd. (Motion approved by all.)

560 Aberdeen solar panel request has been approved. Black panels will match black roof. 901 Highland wants to replace roof before adding solar panels. Brandon will request to see colors of solar panel frames/accessories.

Old Prestwick Properties office is under contract. New owners have been in touch with Brandon about requirements for improving the property.

Otherwise, most requests have involved driveway replacements, reroofs and gutter replacements.

### **Financial- Tom Kazmierczak**

Treasurer's report for August discussed by Tom. Sources of revenue this month: \$0.11 interest on the Money Market account, \$750.00 in membership dues.

Expenses included a \$303 water bill for Shetland entrance. This implies a leak of some type and may be a capital expense for next year if we need to fix it.

Reviewed balances in Operations/Money Market accounts to complete August report.

Motion to approve the August Treasurer's Report.

Motion Cathy W. Second by Jim N. (Motion approved by all.)

### **Social- Brandon Palmer**

St Andrews /Highland hosted block party on August 27. It was well attended.

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**

Lock it or Lose it reminder especially with some recent reports of attempted break-ins. Board agrees that reported attempted break-ins are a resident/police matter. Agreed that next PHA Newsletter will have suggestions on how best to secure one's residence.

Frankfort Police officer Thompson spoke with Cathy and offered his services to talk to our board/residents about avoiding scams. Brandon has his contact information.

### **Website- Brandon Palmer**

Will soon be updated with new ARC and directory info.

### **Governmental- Joe Carlasare**

Brandon had no report from Joe.

### **Code Enforcement- Brandon Palmer**

Brandon continues to work with Larry Trotter at the village as necessary.

### **Legal- Brandon Palmer**

No new report.

### **E-Newsletter- Brandon Palmer**

Brandon will discuss with Lauren, topic noted above under Marketing/Social Media.

Next meeting date: Thursday October 13<sup>th</sup>, 2022, 7:00 pm at PCC/teleconference.

Motion to adjourn by Cathy W. Second by Tom K. (Motion approved)

Meeting Adjourned 8:00 pm

Respectfully submitted,

Cathy Wrigley