



Prestwick Homeowners Association Board Meeting Minutes

Thursday, March 11, 2021 7:00 pm via Teleconference

Present: Brandon Palmer, Cathy Wrigley, Bob Johnson, Emily Jordan, Tom Kazmierczak, Steve Larson, Jim Nolting, Rich Zaremba

Absent: Greg Bird, Joe Carlasare, Lee Hill

Call to Order- 7:01 pm

- February Board Minutes
 - Sent out by Rich Z. Motion to accept February Board Meeting Minutes.
 - Motion Cathy W. Second by Steve L. (Motion approved.)

Committee Reports:

- **Entrances- Bob Johnson**
 - i. Reached out to Larry Bromberek from Bromberek Flagstone on Aberdeen Road replacement stone. Bob J. will pick out new stone when Larry B. comes back into town, mid-end March, as Bromberek is the most cost-effective source. Will have engraved and work with Beary Landscape to install. Tom K. asked if any check was needed and Bob J. indicated, at earliest, not till end of March,
 - ii. Spring cleanup and irrigation systems turn-on planned for approximately 6 weeks out.
 - iii. Brandon P. reached out to Tim White at Prestwick CC on resident request on painting in letters/logo on Prestwick CC sign on Prestwick Drive. Same resident offered 50/50% cost share with CC for painting in letters/logo. Tim W. feels granite may just need to be cleaned and sealed, but will pass along resident offer to appropriate personnel at CC.
 - iv. Question posed. Brandon P. indicated Greg B. emailed Village Public Works Director Terry Kestel (last fall about planting trees in the cul-de-sacs on Timber and Firth.) Terry K. indicated they would consider doing so this spring. Follow up with Terry K.
- **Membership- Cathy Wrigley**
 - i. Cathy W. will reach out to Jim in the next week regarding contacting the advertisers in the current PHA Membership Directory to renew for this year. This will be done prior to Emily J. contacting the advertisers in the PHA Newsletter, for renewal.

- ii. Cathy W. indicated dues received are currently at about \$23,600.00. Approximately the same as last year this time. Roughly 18% of the residents used Venmo payment.
- iii. PHA Board divided remaining 'yes to no' PHA dues contact list for this year. Cathy W. will send out note to board that she has been sending out to residents regarding rejoining and Brandon P. will send out note on agreed contact list.
- iv. Brandon P. would like all board members to look at the 'no to no' PHA dues contact list to see if any resident can be revisited this year.
- v. Jim N. indicated he needed additional folders/wine for incoming new residents and Emily J. indicated she will work with Jim N. to get him additional resources.

- **Marketing/Social Media- Emily Jordan**

- i. Emily J. will wait on ad renewals for the PHA Newsletter until PHA Directory advertiser contacts are completed. Cathy W. will keep Emily J. posted.
- ii. Emily J. indicates Prestwick Facebook group has limited advertising to once/month so Emily J. will post PHA Newsletter ad renewals, when directory contacts complete.
- iii. Emily J. has family matters in April/May and may miss board meetings but will proceed with advance PHA newsletters. Has reached out to Kay Mac Neil on possibility of a future newsletter article. Will highlight new Village of Frankfort website and information available on website in next newsletter.
- iv. Bob J. asked Brandon P. with Earth/Arbor Day coming up, have we reached out to Living Lands and Waters (LLW) regarding tree saplings for this year. Brandon P. indicated Greg B. has reached out to LLW and Bob J. indicated it is his understanding LLW is sold out for this year, with a wait list for 2021 saplings.
- v. Bob J. asked if Village of Frankfort is doing a cleanup day this year. Cathy W. indicated it is on Village website for April 24th. Cathy W. will pick up supplies and meet residents interested on corner of Harlem/Sauk Trail. Post on social media.

- **Architectural Review (ARC)- Steve Larson**

- i. Discussed current requests, including updates on new home variances requested. Has recently worked with Frankfort Village Plan Commission on new residence issues.
- ii. Brandon P. indicated the Prestwick Properties building has sold and expects more to come on future development of this property.

- **Financial- Tom Kazmierczak**

- i. Tom K. commented on February Treasurer's report. Deposit this past month of \$11,250.00 for membership dues. No February checks were written, and minimal interest income earned from money market account. Reviewed balances in Operations/Money Market accounts. Tom K. indicated upcoming potential \$2000.00 unbudgeted expenditure for replacement of Aberdeen Road stone sometime in late Spring. Brandon P. verified village will contribute \$700.00 toward this replacement.
- ii. Tom K. complemented Cathy W. on great job she is doing recording dues received and Brandon P. complimented Cathy W. on great job getting Venmo set up.
- iii. Brandon P. asked for motion to approve Treasurer's report.

Motion Steve L. Second by Jim N. (Motion approved)

- **Social**

Block party reminder by Brandon P. PHA will provide up to \$100 to support a block party in each section (Aberdeen, Prestwick Dr., Shetland, Highland/St. Andrews Way) with proper social distancing. Everyone in the section must be invited (including all cul de sac and condos.)

- **Security**

Lock it or Lose it reminder by Brandon P.

- **Website**

Brandon P. will update after dues collection complete/updated directory available.

- **Governmental– Joe Carlasare**

- i. Brandon P. filled in with Joe C.'s report. Joe P. felt Lincoln-Way 210 candidate forum went well. Comments can always be directed back to Joe C.
- ii. Wednesday March 24th at 7:00 pm will be village candidate forum. 3 candidates. Further information will be forthcoming.
- iii. Brandon P. commented on campaign signs in yards. PHA allows signs during campaign season. Must meet village codes and come down when election completed.
- iv. Brandon P. indicated one village candidate used text message campaigning. Phone numbers came from company that uses numbers from commercially sold data bases and no information came directly from the PHA Directory, per candidate.

- **Code Enforcement- Brandon Palmer**

Brandon P. thanked Dena Petraitis from Village of Frankfort Code Compliance for continued help on on-going issues. All current homeowner issues continued to be discussed and monitored, including litter on property; multiple cars in driveway; non drivable vehicles on property; dangerous tree trimming situations; POD storage unit on residence property; new shed base removal; and possible snowmobile removal.

- **Legal**

No new report.

- **E-Newsletter**

Emily J. covered earlier in meeting under Marketing/Social Media.

Next meeting date: Thursday April 8th @7:00 pm via teleconference/or PCC as determined.

Motion to adjourn the meeting.

Motion Steve L. Second by Jim N. (Motion approved)

Meeting Adjourned 7:59 pm

Respectfully submitted,

Rich Zarembo, Secretary