



Prestwick Homeowners Association Board Meeting Minutes

Thursday April 8, 2021 7:00 pm via Teleconference

Present: Brandon Palmer, Cathy Wrigley, Joe Carlasare, Bob Johnson, Tom Kazmierczak, Lee Hill, Steve Larson, Jim Nolting, Rich Zaremba

Absent: Greg Bird, Emily Jordan

Call to Order- 7:04 pm

- March Board Meeting Minutes
 - Motion to accept March Board Meeting Minutes.
 - Motion Lee H. Second Jim N. (Motion approved.)

Committee Reports:

- **Entrances- Bob Johnson**
 - i. Bob picked out new stone at Bromberek Stone for Aberdeen Rd. entrance. Comparable to previous stone. Proof coming, engraving and Beary Landscaping to install. (Beary charged \$590.00 previously and assume same range this time.) Excel to install new light fixture afterwards. Timeframe late May/June. Talked to Beary about possible installation of boulders to protect entrance, should PHA Board wish to consider. (May be in range of \$500.00.) Brandon questioned possible sprinkler system damage. Bob will have better idea May 12th with sprinkler start-up.
 - ii. Beary has been out for spring clean-up on entrances (weeded/mulched.) In past, PHA Board has hired Eternally Green for weed control for entrance beds. (\$260.00/year.) Beary indicates they are already applying a pre-emergent herbicide with their cleanup/mulch. Beary indicates they are willing to come out May/June and do weed spot treatment on beds for \$50.00/visit. Bob suggests keeping additional weed control with one company this year with Beary.
Motion to use Beary Landscape for spot weed control as needed this year.
Motion Lee H. Second Bob J. (Motion approved)
 - iii. Bob indicated stepping off PHA Board due to personal obligations later this summer. Brandon indicated Bob has done an outstanding job for his time in role. Brandon

asked for call for volunteers for new role. Marc Steinman was suggested as a possible replacement.

- **Membership- Cathy Wrigley**

- i. PHA has \$450.00 more collected in membership dues this year than last, with 18 families on 'yes to no' list for this year. Will contact individuals one additional time on this list. Goal is to wrap up due's renewal process by month end.
- ii. No past Membership Directory advertisers have renewed ads for this year yet. Jimmy at Local Printing + Design will reach out to last year's advertisers to renew. Will see where we are at by month end. Cathy proposed possibility of printing out membership list/distributing in non-book form as alternative. If move forward with book, Cathy would like project completed by June. Will reach out to Jimmy to see what this year's printing cost would run.
- iii. PHA Excel data base developed years ago has reached its' life end and looking for new cloud-based system. Have potential supplier in FRONTSTEPS for \$75.00/month and one-time \$100.00 set up/migration fee. Would be an all in one source and potentially eliminate Catalyst Consulting Group, for website management as well. Will send out information to PHA Board for review with goal to move forward by summer and will keep looking at alternatives.
- iv. Cathy thanked Jim for meeting new recent residents.

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

- i. Emily out over the next two months. Brandon has templates for April/May Newsletters and "Useful Information," such as branch pickup, etc. from March Newsletter will be included again in upcoming newsletters.
- ii. Possibility suggested by Cathy about offering courtesy ad in PHA Newsletter if company advertises in Membership Directory this year.

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

- i. Discussed current resident requests granted, including update on new home variances requested, that the Frankfort Village Plan Commission will be meeting on.
- ii. No movement on PCC driving range lot, or on Prestwick Properties lot.

- **Financial- Tom Kazmierczak**

- i. Treasurer's report for March discussed. Deposit this past month of \$3,600.00 for membership dues and minimal interest income earned from money market account. Reviewed balances in Operations/Money Market accounts. Bills paid for April include the first installment paid to Beary Landscape and issued check for \$1305.00 for Bromberek Stone for Aberdeen Rd. entrance.
- ii. Brandon asked for motion to approve Treasurer's report. Motion Cathy W. Second by Lee H. (Motion approved)

- **Social**

- 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) with proper social distancing. Everyone in the section must be invited (including all cull-de-sac and condos.)
- ii. Reminder of Village Earth Day cleanup April 24th. Cathy has approximately 10 people signed up and looks to meet at corner Sauk and Harlem at 9:00 am.
- iii. Greg may have source for free trees for residents and if so, will plan with Kay McNeil for tree giveaway. If not, will plan for 2022.
- iv. Brandon will reach out to PCC to see if hosting July 3rd fireworks this year. Will email Ann Dilger on this. Decision will then be made on PHA contribution for this year.

- **Security**

Lock it or Lose it reminder by Brandon.

- **Website**

Brandon will update after dues collection complete and went over 'yes to no' list.

- **Governmental– Joe Carlasare**

- i. Joe indicated all three candidate forums completed and felt overall it was a success. Moving forward a few things would be reconstructed with the forums and would like to see them done again for the future and agreed by PHA Board members this was a great resource. Mayoral forum on YouTube was viewed significantly.
- ii. Mayor-Elect Keith Ogle spoke with Joe and indicated he is always open to PHA issues and open to meeting with PHA Board. Indicated some mayoral supporters have requested that the issue of speed bumps be investigated on Highland Ave. and looking for any PHA Board input. Suggestion by PHA Board members that if speed bumps addressed in one area, should be looked at overall in subdivision. Major consideration and overall study/planning would be needed.
- iii. Ongoing issue of resident cars parking on Highland Ave. at Sauk Trail by Chelsea Intermediate School at school end every day to pick up children. Continuing potential safety issue caused with cars/children and turning onto/out of Highland Ave. if only for a few minutes. Brandon indicated will send note to Chief Burica as a reminder.

- **Code Enforcement- Brandon Palmer**

Brandon 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 liter 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; snowmobile removal; chicken coops and beehives.

- **Legal**

No new report.

- **E-Newsletter**

Covered earlier in meeting under Marketing/Social Media.

Next meeting date: Thursday May 13th 7:00 pm via teleconference/or PCC as determined.

Motion to adjourn the meeting.

Motion Lee H. Second by Jim N. (Motion approved)

Meeting Adjourned 8:35 pm

Respectfully submitted,

Rich Zaremba, Secretary