



Reflections at Hidden Lake
Board of Directors Meeting Minutes
Thursday, May 19, 2011
Darien Police Training Room

Part I - BUSINESS SECTION

Attended: Karen English, President
Catherine Griffin, Vice President
Joanne Blattner, Secretary
Brett Kovel, Property Manager

Call to Order: A quorum was established and President, Karen English, called the meeting to order at 7:00 p.m.

Minutes: A motion to approve the February 17th, 2011 Board Minutes was made by Catherine Griffin and seconded by Karen English. Motion carried.

Q 1 Financial Report: Brett Kovel, of Elite Management, reviewed the financial notes. This included detailed comments on the Balance Sheet, Income Statement, Budget Comparison, Administrative, and Collections report. The Q1 Financials were as follows:

Operating:	\$47,679.67
Reserves:	<u>\$692,004.97</u>
Total:	\$739,684.64

A motion was made to approve the financials by Joanne Blattner, and seconded by Karen English. Motion carried.

Reserves: The 12 month CD with Bridgeview Bank Group, balance of \$62,038.95, matured on 3/16/11. It was automatically renewed to 3/16/12.

Management Report: Brett Kovel, of Elite Management, presented his May Management Report. He covered various details on grounds, buildings, capital projects, administrative, closings, architectural changes, and legal issues.

A motion was made to approve enhanced retainer program with Kovitz Shifrin Nesbit for \$275.00 per month by Karen English, seconded by Joanne Blattner. Motion carried.

Grounds and Building: A motion was made to approve the Mystic Trace wetlands cleaning with Green-Up, not to exceed \$1000 by Karen English, seconded by Catherine Griffin. Motion carried.

A motion was made to approve the timber replacements with Green-Up at 8319 RR, 973 RRC, and 1054 Hinswood for \$1,680.00 by Catherine Griffin, seconded by Karen English. Motion carried.

A motion was made to approve the landscape design fee for mailboxes with Drescher Landscaping for \$400.00 by Catherine Griffin, seconded by Karen English. Motion carried.

A motion was made to approve the mailbox purchases with Salsbury Industries for \$22,125.00 by Karen English, seconded by Catherine Griffin. Motion carried.

A motion was made to approve Elite Property Services to handle purchase and delivery, warehousing, post office logistics, and tagging of boxes for \$960.00 by Karen English, seconded by Joanne Blattner. Motion carried.

A motion was made to approve A Armor Plate Sealcoating to complete mailbox installations for \$4,468.00, plus not to exceed \$1000.00 for change orders relating to landscaping work and sample installation by Catherine Griffin, seconded by Karen English. Motion carried.

A motion was made to approve signage and court improvements (5 locations total) to Drescher Landscaping for \$8,654.00 by Catherine Griffin, seconded by Karen English. Motion carried. It was agreed that some evergreen planting changes would be made at the South Entrance sign.

A motion was made to approve awarding the contract for the bid preparation for the roofs to Waldman Engineering for \$1500.00 by Catherine Griffin, seconded by Karen English. Motion carried.

A motion was made to approve sending a formal request letter to the City of Darien regarding dedicating the two streets owned by Reflections -- Spring Court and Ripple Ridge Cove -- to the City by Karen English, seconded by Catherine Griffin. Motion carried.

Part II - RESIDENTS AND BOARD:

Session started at 8:00 p.m.

19 Residents signed the attendance sheets.

There was some positive feedback from residents, on the responsiveness of the new Board, Management company, and quality of work currently being done.

There was some discussion on preparing a listing of contractors for referrals to be available to the residents, possibly on the website. Owners were encouraged to send specific contractor information, (based on personal experience) to Brett Kovel.

The unit owner at 1054 Hinswood raised some health concerns regarding tar sealant chemicals being used and provided some web documentation that reported those concerns.

The Board answered other questions regarding façade replacement, further insect control and infestation.

Adjournment: A motion to adjourn the meeting was made by Catherine Griffin, seconded by Karen English, and passed unanimously. The meeting was adjourned at 8:30 p.m. **There was no Executive Session.**

Part III - EXECUTIVE SESSION:

There was none.