

Reflections at Hidden Lake
Regular Board of Directors Meeting
Thursday, August 16, 2012 – 7:00 pm
Darien Police Training Room

I. CALL TO ORDER/ROLL CALL

President Karen English called the Regular Meeting of the Reflections Association Board to order at 7:00 p.m.

Board Members Present:

President Karen English
Vice President Steven Lekas
Director Sandra Starck

Absent:

Director Derek Ahlborn
Treasurer Joanne Blattner

Also present were Property Manager Brett Kovel representing Elite Management, Recording Secretary Laura Griffith from Karick and Associates, and eight homeowners.

II. HOMEOWNER FORUM

A homeowner asked when the roofs were slated to begin. The Board said that they would begin Monday. Another homeowner asked if new gutters and downspouts were being installed, and the Board confirmed that they were.

III. APPROVAL OF THE MINUTES

A MOTION was made by Director Starck to approve the minutes of the May 17, 2012 Board meeting. Seconded by President English. Motion Carried Unanimously.

IV. FINANCIAL AND ADMINISTRATIVE

A. Q2 Financial Report

Operating Funds - \$36,521.05
Reserve Funds - \$515,515.27
Total Funds - \$552,036.32

Property Manager Kovel noted that the Accounts Receivable at the end of June was \$46,000. One of the CD's was maturing on August 22; ~~this would probably renew at \$100,000,~~ and part of the balance would stay liquid for expenses. This was as planned in the budget at the beginning of the year. The Association was still performing under budget on most items but would go slightly over on insurance due to a new umbrella policy. The Association would need to account for increases in premiums moving forward.

B. Collections Report Through July 31, 2012

The Collections total was approximately \$46,000. He noted that the Association was renting out three units that banks took ownership on. When those units sold, some of the money should be recovered. He reviewed some new units in

collections and said that if and when foreclosures moved faster, the Association would not need to handle renting.

C. Management Report from Elite Management

- Property Manager Kovel recommended unit owners look at [replacing](#) skylights during the roof replacements.
- Property Manager Kovel said that roofing repairs were not needed due to weather cooperation.
- A new header board was put in over the garage which would prevent water from getting in behind the facades.
- Property Manager Kovel reviewed what owners took advantage of the owner options (power washing, staining, etc.)
- This fall, the Association would try to get into a gutter cleaning cycle. There would be some juggling while this was figured out [in conjunction with roof replacements](#).
- Green Up had been on site. Some items around the mailbox were replaced by Drescher. A list was being put together of plants that were lost.
- Kramer completed the tree sprays. Green Up completed all of the drainage enhancement projects. The project list was submitted to the Board.
- Work orders had been manageable, satellite dish issues had mostly been resolved, and the July newsletter had gone out.
- There had been about 12 closings [in the last year](#). He reviewed the sales.
- There was a brief review of budget items that would be coming out. The budget draft would go out a couple of months before final annual meeting.
- Property Manager Kovel encouraged unit owners to submit landscaping or architectural changes as needed to prevent fines and other issues.
- The Association would have needed 66% approval to pass the leasing amendment. There was not ownership support, and the amendment died.
- FHA proposal was finalized. Property Manager Kovel reviewed the situation and stated that the property was FHA approved until May of 2014.
- The Rules Committee was looking to release some drafts in the Spring.

V. GROUNDS AND BUILDING MAINTENANCE

A. Adams Roofing

Property Manager Kovel reviewed the proposal. The contract was approved, but the phase layout was never approved. The 2012 Roofing Phase with Adams Roofing was \$320,079.97. Property Manager Kovel reviewed the Azek flashing detail on the end units for \$275 each. Property Manager Kovel said that there had been a piece of [roof decking replaced plywood](#) at 8415-8417 Mystic Trace that was \$350.

A MOTION was made by Director Starck to approve the 2012 Roofing Phase with Adams Roofing for \$320,079.97; the Azek flashing detail on end units for \$275; and the minor roof repair at 8415-8417 Mystic Trace for \$350. Seconded by President English. Motion Carried Unanimously.

B. Emerald Site Services

Property Manager Kovel reviewed the services for Emerald Site – debris would be removed in the area at the edge near the wetlands, a shallow bowl would be shaped, and cobble would be installed. The contractor would then dig a trench along the edge of the wetland berm, shape a swale for draining, and restore the pipe to release drainage. He also said that the southeast end of the pond at the storm pipe would be dug out, shaped, and the pipe wrapped with cobble. He briefly reviewed some ideas on how to work with this pipe. Finally, the contractor would help restore the eroded swale area. They would re-shape, and then add stone, top-soil, and seed. This last portion did not have to wait for dry weather to proceed. The project cost was not to exceed \$40,000; \$25,000 from reserves and \$15,000 allocated from operating funds.

A MOTION was made by Vice President Lekas to approve the Emerald Site Services as listed for a project cost not to exceed \$40,000. Seconded by Director Starck. Motion Carried Unanimously.

VII. HOMEOWNER FORUM

A homeowner asked about what the unit owner requirements were during the roof repairs. Property Manager Kovel said that the contractor would post this. The homeowner asked about the gardens. Property Manager Kovel said that the contractor was very successful in cleaning up after themselves.

A homeowner asked what to expect as far as assessment prices for next year. Property Manager Kovel said that the budget would be released to the homeowners and explained how the assessments were distributed. There was some discussion regarding upcoming projects, immediate needs, and past projects. The Board felt that the Association had a good operating budget, but they would need to continue looking at long-term projects. There was some brief discussion regarding collecting assessments due.

A homeowner stated that she took pride in how her unit looked and hoped other unit owners did as well. The homeowner asked about replacing a bush that had been taken out of her neighbor's planting bed. There was some discussion regarding how much the Association could contribute to the overall beautification and transplanting when needed.

VIII. ADJOURNMENT

A MOTION was made by Director Starck to adjourn the meeting at 8:00pm. Seconded by President English. Motion carried unanimously.

Respectfully submitted,
Laura Griffith
Recording Secretary
Karick & Associates

This document is subject to correction as noted on next the minutes of the next meeting.