

Reflections at Hidden Lake
Regular Board of Directors Meeting
Thursday, January 31, 2019 – 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 7:05 p.m.

Board Members Present:

President Karen English
Treasurer Catherine Griffin
Vice President Joanne Blattner
Director Bill Rome
Secretary Shoo Chen

Absent:

None

Also present was Property Manager Brett Kovel (Elite Management) and Laura Lewis (Karick & Associates).

II. APPROVAL OF THE MINUTES

A MOTION was made by President English to approve the minutes of the November 8, 2018 General and Annual Board Minutes. Seconded by Treasurer Griffin. Motion Carried Unanimously.

IV. FINANCIAL AND ADMINISTRATIVE

A. Q4 2018 Financial Report

Property Manager Kovel said that the Association had had a good year as there had been a surplus and no collections issues.

Operating Funds - \$111,120.94

Reserve Funds - \$767,184.85

Total Funds - \$878,305.79

B. Collections Report

Collections were doing well. There was no one more than two months behind.

C. Management Report

- One chimney cap had been replaced.
- Work orders had been minimal.
- There was one pet issue that had been taken care of.
- Action items had been updated with new target dates.
- Weather affected the status of several Emerald items.

D. Management Presentation

A brief review was given. One of the main issues for 2019 was going to be looking for a bank for one of the CD's. There was some discussion regarding balancing out where these accounts would stay

V. GROUNDS AND BUILDING MAINTENANCE

A. Recurring Annual Items

Property Manager Kovel reviewed that the plant healthcare was for the fungicide talked about particularly with crabapple trees. He reviewed the plan for the pruning, and there was some discussion regarding this.

A MOTION was made by President English and seconded by Treasurer Griffin to approve the following recurring annual expenses:

- **Spring/Fall Gutter Cleaning with Bob's Gutter Cleaning for \$200.00/building**
- **Annual coupon book purchase and distribution for not to exceed \$800.00**
- **Approve the KSN annual legal retainer for \$3,300.00 per year.**

Motion Carried Unanimously.

B. Adams Roofing Professionals

A MOTION was made by President English and seconded by Treasurer Griffin to approve Adams Roofing Chimney Top replacement for \$1,150.00. Motion Carried Unanimously.

This was approximately the fifteenth chimney cap replaced this year.

VI. NEW BUSINESS ITEMS

A. Discuss Dormant Pruning Proposal

Property Manager Kovel did not recommend this for this year. He explained that this was the process of cutting some of the shrubs down for the winter. This controlled the growth of the shrubs and provides rejuvenation.

Director Rome asked if this was for the common shrubs or owners' shrubs. President English said that this was for shrubs throughout the property – both common and owners'. Property Manager Kovel recommended looking into this another year with communication to the residents.

Treasurer Griffin wanted more information from the landscaping company. Property Manager Kovel wanted to table this and review more as well as review the performance of the landscape company. Secretary Chen said that this was not in the budget anyway.

VII. HOMEOWNER FORUM

Bill Rome asked if homeowners needed to provide proof of adequate liability insurance coverage. Property Manager Kovel said that Elite had charges Associations to track owners' insurance coverage but does not do this for Reflections. It would be an added expense, and there was some discussion regarding whether this would be worth it to track. It was noted that the declarations did state that condo insurance was required; it just was not required to be submitted to the Association. Treasurer Griffin suggested simply reminding homeowners of the importance of this in the newsletter.

VIII. ADJOURNMENT

A MOTION was made by President English to adjourn the meeting at 7:28pm. Seconded by Treasurer Griffin. Motion carried unanimously.

Respectfully submitted,

Laura Lewis

Recording Secretary

Karick & Associates

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