

The Brook Forest Community Association

Board of Governors

Meeting Minutes

January 25, 2016

Meeting Called to Order: The meeting was called to order by Mort Westman at 7:05 P.M. at the Oak Brook Park District.

Board Present: Mort Westman, Tim Soltys, Raju Iyer, Joan Mullins, Wayne Ziemer and Judy Lucas.

Absent: John Kelly, Ray Skowron and Michelle Quinlan

Residents Present: None

Also Present: Dennis Brugh & Iris Rodriguez Oak & Dale Properties (Management); Sgt. Ben Kadolph (OBPD); Antonio Foley (Video Sound Services)

REVIEW OF MINUTES

Judy Lucas motioned to approve October 26, 2015 Board Meeting Minutes with the correction of Wayne Ziemer, as he was present, minutes reflect him as being absent, seconded by Joan Mullins.

Voice vote. All in favor.

So ordered

TREASURERS REPORT

Monthly Financial Statement – Dennis Brugh presented the financial statements through December, 2015 which reflecting a fund balance of \$262,165 combined in the operating and reserve accounts (\$48,795 in the operating and \$210,171 in the reserve fund for major capital expense, e.g., replacement of weirs).

ARCHITECTURAL REVIEW COMMITTEE (Wayne and Tim)

13 Kimberley Circle – Were approved for the installation of a fence around their pool.

4 Mockingbird- Were approved for their addition.

25 Ivy – Awaiting a follow up in the Spring.

Security Cameras

Antonio Foley of Video and Sound Services, Inc. presented a demo to the Board, on the camera system quoted for the property and discussed specifics of the VSS service proposal, including their contract for ongoing maintenance of the system. He also fielded numerous questions from the Board.

Ben Kadolph of the Oak Brook Police Dept. was also present to learn details of the VSS proposal and discuss the police statistics in Brook Forest and Oak Brook.

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Cameras- Video & Sound incorporated submitted a proposal in the amount of \$21,303.40 to install 8) 3.0 Megapixel WDR, 3-9mm f/1.2 P-Iris Lens, 4 hot spot devices and (4) 4tb appliance servers. We have 4 entrances, there will be 2 cameras installed at each location to cover each entrance/exit.

Judy Lucas motioned to approve the proposal submitted by Video & Sound, Inc. in the amount of \$21,303.40 seconded by Wayne Ziemer.

Voice vote. All in favor.

So ordered

Maintenance Contract- Video & Sound submitted a proposal for a maintenance contract in the amount of \$325.00, to begin in 2018. The 24 month maintenance contract includes quarterly maintenance checks/service on the system, monitoring and extraction of video if needed. Management also requested that a cap be placed on the maintenance contract not to exceed 3% annually thereafter. The maintenance contract will not begin until 24 months after the date of installation, as we have a 24 month warranty on parts and labor.

Judy Lucas motioned to approve the proposal submitted by Video & Sound, Inc. for 24 month maintenance contract, not to begin until 2018 in the amount of \$325.00 monthly seconded by Wayne Ziemer.

Voice vote. All in favor.

So ordered

OLD BUSINESS

Tennis Court Shelters- Board discussed replacing the (2) tennis court shelters and approved the expenditure for this purpose, not to exceed \$3,500.00.

Judy Lucas motioned to approve the proposal submitted by Tony's \$2,700.00 with the stipulation that the proposal include trex on a "not to exceed" \$3,500.00 seconded by Raju Lyer. (Projected completion date of February 2, 2016.)

Tennis Court Wind Screens – This project was carried over until next meeting so that management can obtain additional information, e.g., how long we should expect screens to last if they are "left up."

Shoreline Stewardship – Notice was issued to all the homes that boarder the shoreline, detailing the schedule for maintenance to be performed by Pizzo.

Adjournment – Motion was made by Judy Lucas to adjourn the meeting at 9:02 PM. Wayne Ziemer seconded the motion.

Voice Vote. All in favor

So Ordered

Respectfully submitted,

Iris Rodriguez, Oak & Dale Properties