

The Brook Forest Community Association

Board of Governors
Meeting Minutes
January 21, 2021

Meeting Called to Order: The meeting was called to order by Wayne Ziemer at 7:30 P.M. via Zoom.

Board Present: Tim Soltys, John Kelly, Joan Mullins, Wayne Ziemer, James Lin, Nicole Javell and Raju Iyer

Absent: Michelle Quinlan and Carmen Baldo

Also Present: Dennis Brugh & Kevin Day of Oak & Dale Properties (Management)

REVIEW OF MINUTES

Joan Mullins motioned to approve the November 16, 2020 Board Meeting Minutes, as presented, seconded by Raj Iyer.

Voice vote. All in favor.

So ordered

TREASURERS REPORT

Monthly Financial Statement – Dennis Brugh reported on the financial statements through January, 2021 which reflected the following:

| | |
|------------------|-----------|
| Operating | \$214,184 |
| Reserve | \$104,109 |
| CD | \$104,816 |

Ray Iyer motioned to approve the 2021 budget as submitted, seconded by Jim Lin.

Voice vote. All in favor.

So ordered

ARCHITECTURAL

New Construction - 3 Regent Drive.

SECURITY

Oak and Dale informed the Board that the cameras at all four entrances. The Oak Brook Police Dept. has full access to the system.

OLD BUSINESS

The Brook Forest Community Association

Board of Governors

Meeting Minutes

January 21, 2021

Tennis Court - Management discussed the locks that were installed on the tennis courts.

Parking Lot – Management is looking into crack filling and seal coating the parking lot in the spring 2021. The board agreed to not move forward with parking lot striping.

Landscape

The contact with Wingren Landscape expired in November of 2020. Management received pricing for 2021-2023. Four bids were obtained and reviewed by the Board. The Board made a motion and approved BrightView for a 1 year contract with an option to be extended.

Landscape summer annuals 2021

- The Board has requested a proposal from BrightView for the flowers.

Holiday Declarations

- The Board agreed that there needs to be more decorations for next season.

NEW BUSINESS

Review of Governing Documents – The Board will be working over the next couple of months to revise the Declarations, Bylaws, Rules and Regs and Architectural Guidelines. A committee of Joan Mullins, Tim Soltys and Wayne Ziemer with Work with Keough and Moody (attorney) to modify documents. The primary purpose is to improve the ability to address:

- Leasing (no short term, Security Deposit, Max. number allowed...).
- Violations (strength and increase fine schedule).
- Coordination of all documents.

Adjournment – Motion was made by Raju Iyer to adjourn the meeting at 8:45PM. Joan Mullins seconded the motion.

Voice Vote. All in favor

So Ordered

Respectfully Submitted'

Kevin C. Day
Assistant Property Manager
Oak and Dale Properties. Inc.