

# The Brook Forest Community Association

Board of Governors  
Meeting Minutes  
July 14, 2021

Meeting Called to Order: The meeting was called to order by Wayne Ziemer at 7:12 P.M. at the Oak Brook Village Hall.

**Board Present:** Tim Soltys, John Kelly, Joan Mullins, Wayne Ziemer, James Lin, and Carmen Baldo

**Absent:** Michelle Quinlan, Raju Iyer, and Nicole Javell

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

## REVIEW OF MINUTES

*Joan Mullins motioned to approve the January 21, 2021 Board Meeting Minutes, as presented, seconded by James Lin.*

*Voice vote. All in favor.*

*So ordered*

## TREASURERS REPORT

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

<b>Operating</b>	\$187,544
<b>Reserve</b>	\$217,040
<b>CD</b>	\$104,960

## ARCHITECTURAL

Bond Refunds – 3 Lambeth & 3 Concord.

The Architectural Committee approved the roof and pitch elevation request for 2 Ivy.

## SECURITY

The Board inquired about a new camera vendor to replace Dennis Widdows.

## WEBSITE

The Board requested management to upload all the minutes to the website.

## PINCIC

The Board plans to have the picnic in 2022.

## OLD BUSINESS

*Tennis Court*

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- Management discussed the locks that were installed on the tennis courts are damaged frequently by vandals.
- The Board requested to replace the basketball net.

## **Parking Lot**

- Management was asked to install, two commercial grade, no parking signs at the tennis court parking lot. Management reported that the sealcoating would be done in late July.

## **Landscape**

The Board requested a credit from BrightView Landscape, for all the errors, so far this season, along with weeding all the cul-de-sacs. The Board requested to have Vidito Tree Experts remove the dead tree at the pond.

## **Landscape Fall annuals 2021**

- The Board has requested a proposal from BrightView & Wingren for the flowers.
- The Board requested a proposal for mulching the common area by the tennis court.

## **Holiday Declarations**

- The Board requested a proposal from Wingren for additional decorations for this season.

## **NEW BUSINESS**

**Review of Governing Documents** – The committee of Joan Mullins, Tim Soltys and Wayne Ziemer met to approve the redline version of the Declarations, Bylaws, Rules and Regs and Architectural Guidelines. The committee has been working with Keough and Moody (attorney). The primary purpose is to improve the ability to address the following:

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

**Adjournment – Motion was made by Carmen Baldo to adjourn the meeting at 9:30PM. 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.