

## Minutes of 6/9/2009 ROIA Board Meeting

**Present:** Ruth Brackmann, Rick Deist, Pete Molina, Kristin Norberg, Linda Saxton, Rob Stout

**Absent:** Robin Hodges

Meeting called to order 7:45 p.m., at Pete Molina's house.

### Secretary Report:

April minutes – deferred.

May minutes – Rick moved to accept the May minutes submitted. Rob seconded, all approved.

### Landscaping:

Brickman is continuing the landscaping work.

- Our contact has been responsive to Pete's calls and requests.
- It's still too wet to mow part of the lower common area. Board discussed filling in with cattails or with large rocks offered by one of the homeowners (need city approval for significant changes).
- Pete will call to have Brickman weed the center island at entrance.
- We still have not received the insurance certificate with ROIA listed as additional insured. This is required by our insurance policy. Still holding May payment until the certificate is received.

Willow in lower common area

- Pete has obtained quotes from Alvarez (\$325) and Herbo (\$625) for thinning and cleaning up the willow.
- Rick moved to authorize Pete (1) to hire Alvarez if he will provide an insurance certificate with ROIA listed as additional insured; (2) if Alvarez cannot do this, to hire Herbo (also requiring the insurance certificate). Linda seconded, all approved.

Verbenum on walkway to apartments

- Rob and homeowner are still discussing the replacement plants and the sump pump discharge.

### Treasurer Report:

Dues

- Rick has sent letters to the 3 homeowners who had not previously communicated with the Treasurers about outstanding 2008-09 dues. Currently reconciling payment history with 1 of them. Other 2 have not responded.
- Second quarter payment was due 6/1.
- Approximately 17 homeowners have not yet paid any 2009-10 dues.

Financial statements

- There is \$350 in the budget for the required annual review of the financial statements. Linda moved to authorize Rick to send the 2008-09 statements to **Valerie Loftus**, the accountant we have used in past years, and to authorize payment for the bill. Kristin seconded, all approved.  
**[Amended 7/15/2009 to include accountant's name.]**
- Adding tax expense and interest income line items to our monthly reports.

Bank of America CD

- We will roll over the \$10,000 in the existing 7-month CD, and move an additional \$15,000 from checking into a new 12-month CD so the maturity dates do not coincide. Rick will pursue.

Linda moved to accept the Treasurer's Report. Pete seconded, all approved.

### Old Business:

No discussion.

### New Business:

Realtor and homeowner have expressed concerns about other lot conditions and the entryway sign.

- They need to work through the city, not the Board, if property ordinances are not being followed.
- Entryway sign is still planned to be cleaned, painted, and sealed by Board volunteers when the weather is favorable.

A homeowner has requested to restructure their retaining wall.

- This is also under city jurisdiction, not the Board. Work requires city permits and approvals. Ruth is communicating with the homeowner about this.

Tax forms

- Kristin and Rick prepared and submitted the required 1120-H federal tax return after the last meeting. Emails and other documentation will be retained by the secretary with Board materials.

Warrenville Public Library has offered to buy advertising in the ROIA newsletter.

- Kristin moved to accept advertising from the library, park district, 4<sup>th</sup> of July committee, or other local boards, at \$30 per quarter-page per newsletter. Rob seconded, all approved.

Meeting adjourned 9:20 p.m. (Rick moved, Linda seconded).

Next meeting 7:30 p.m. Wednesday, July 15, at Kristin's house.

Respectfully submitted

Kristin Norberg, Secretary