

Cottage Acres Homeowners Association
Board of Directors Open Meeting Minutes
April 24, 2019

Board Members Present: Tim McNinch, Harriet Bushman, Chris Troye, Mary Troye, Peg Wills

Others: Various homeowners; sign-up sheet with homeowners present is available

Meeting Called to Order at 3:30 pm by Tim McNinch, Board President

Roll Call by Mary Troye; Reminder to members to sign in

At this point, Tim explained the different types of meetings: **Closed** – just board members present and **Open** – board members and HOA members present. Today's meeting is an open meeting and is required to be open because quotes for work at Cottage Acres will be discussed and approved. Also, Cam Plotner, Trinity Insurance, will be available to answer questions regarding insurance.

Approval of Minutes: Tim explained website will have all the meeting minutes posted. Minutes presented. Peg Wills motioned to approve; Mary Troye seconded; all minutes approved unanimously by Board.

Action Items:

A) Roofing – It was explained that 2 buildings need full roofs done, 3 buildings need patchwork. Harriet explained that the same building was used for quotes from vendors. Licocci was low quote. Tim drove around to look at roofs that Licocci completed. The plan is for Licocci to do one roof at Cottage Acres so we can check on quality and if acceptable he would do the remaining roof projects on schedule. Mary Troye motioned to accept Licocci quote; Harriet Bushman seconded; unanimously approved by Board.

B) Painting- Painting quotes presented. Sauk Valley Painting was low quote and will include all trim and porches. Board will invite them to do sample work on one building. Chris Troye motioned to accept Sauk Valley quote; Tim McNinch seconded; unanimously approved by Board.

C) Power Washing – Brite and Clean Services, Robert Love was low quote at \$1155 for all buildings. Peg Wills motioned to accept quote from Brite and Clean Services quote; Mary Troye seconded; unanimously approved by Board.

D) Cleaning Gutters/Downspouts- Quotes explained. Brite and Clean Services was low quote at \$1120 for cleaning in spring and fall. Chris Troye motioned to accept Brite and Clean Services quote; Harriet Bushman seconded; unanimously approved by Board.

E) Entry Way Sign- SMB provided quote for sign that will read: Cottage Acres (top line), 55 and Older Community (second line) for \$551.73 installed. A member asked if the corporation was supposed to take care of sign. We'll double check. Harriet Bushman motioned to accept SMB quote; Mary Troye seconded; unanimously approved by Board.

F) Signs In Lawns – HOA bylaws state no signs allowed. We would like to get that changed to allow realtor signs. We will need a percentage vote by members to amend, but cannot do that at this meeting. A 10 day notice needs to be given to members when a vote will take place. We will put this out for action at some point in the future.

G) Insurance-Insurance to insure the physical buildings with Trinity Insurance (Cam Plotner, agent) was presented. It will cover all 33 buildings and the cost will be added to monthly bill. Chris Troye motioned to approve; Peg Wills seconded; unanimously approved by Board.

Cam Plotner answered member questions and gave following info: The policy is in effect now. All 33 buildings were looked at and a value of \$8,896,000 was decided. This is a blanket insurance policy for replacement value of physical buildings. Replacement value is between \$250,000-\$280,000 per unit. Deductible of \$1000 per claim, per unit. Doors and windows are covered. Liability is \$2 million base, \$1 million umbrella. Members will need to insure their own contents.

Informational Items/Questions:

*Discussion of HOA colors on outside of building. Trim color will be close to that currently used on the buildings and same color will be used on all buildings.

*Are appliances, fixtures, garage doors covered by insurance? Appliances and fixtures would not be covered. Garage doors would be but at \$1000 deductible there would probably be nothing to claim, also if someone runs into the garage door with the vehicle the vehicle insurance should cover the damage.

*Ashley will return calls in the evenings or weekends, due to other job.

*Does HOA have keys to mailboxes? HOA will check into keys. No keys were found but HOA does have replacement locks with keys now.

*Does HOA have an office and if not, do we need one according to bylaws? The Board does not feel a physical office for them or Ashley is needed. The HOA office on file remains the attorneys office.

Meeting Adjourned at 5:02 pm by Tim McNinch, president.