# Shires of Inverness Master Association

**Board of Directors Meeting**

August 9, 2018

7:00 pm – Shires Clubhouse

**I. Call to Order**

Jeff Bowden called the meeting to order at 7:00 PM

Board Members **Present Absent**

Jeff Bowden

Brian Chapman

 Thommy Kolb

Ron Kizior

Bob Matusiak

Marty Pilut

Russ Schaefer

 **Brian Chapman** - certified a quorum of Master Board members present.

**II. Review of Minutes of Previous Meeting**

 **Motion** to accept the Minutes of June 14, 2018 was seconded and approved unanimously.

**III. President’s Report – ( Bowden)** – Nothing to report

**IV. Treasurer’s Report – (Matusiak )** -

The financial figures (on an Accrual basis) as of June 30, 2018 for the Master Board were:

 Operating Account $ 14,026.01

 Reserve Accounts $252,937.15

As of June 30, 2018, approximately $18,550 has been charged to the reserve account for the following projects/activities:

 Roads $ 6,111

 (Balance of fee SPACECO)

 Pool Furniture $ 3,139

 Ponds $ 6,800

 (Goodfellas – drainage creek rip-rap)

 Landscaping $ 2,500 (Tree removal)

YTD interest earned on the Reserve Accounts is $223.

A review of the June Financial Statements shows a minor favorable variance, primarily due to timing differences between budgeted and actual expenditures.

 **MOTION** to accept the Treasurer’s report, seconded and approved unanimously.

**V.** **Management Report (Bill Seymour)** –

1. Seal coating has been scheduled for Friday August 17th and Monday the 20th. Notices were mailed and emailed to all owners today.

2. I will be attending a preconstruction meeting next week with Best Lawns and North Cook County Soil and Water Conservation District for the pond rip-rap project.

3. The south fountain is being looked at as it was reported to not be running.

**VI. Committee Reports**

 **Architectural** (Chapman) –

The Architecture Committee met on July 2, to consider a request from the owner at 1409 to install a new sliding door at that residence. The issue in question is that the new door will include mini-blinds installed between the two panes of glass. After careful consideration the Committee concluded that there is no significant difference between blinds behind the door and blinds within the door. Therefore, the Committee voted to approve the request and forwarded the matter to the Master Board with a recommendation to approve.

Master Board approved by email vote..

On July 18, the Architecture Committee received a request to approve the installation of 2 “sun tubes” at 1519. Given that the sun tubes would be on the West side of the roof peak and facing the cul-de-sac, the Committee concluded that the installation would have negligible impact on the appearance of the building. The Committee approved this installation via email contingent upon owner to signing a waver accepting responsibility for any subsequent roof damage as a result of the installation. The Committee forwarded this matter to the Master Board with a recommendation to approve.

Master Board approved by email vote.

 **Club House Committee** (Kowalski)

New clubhouse rental Nov 17.

 **Landscape** (Bowden)

The Landscape Committee has not met since the last Master Board Meeting. On July 6, 2018 the Landscape Committee had a Walk Thru with Best Lawns. A proposal as a result of the Walk Thru has been received and will be the main topic at the Landscape Committee on August 13. The northwest corner of the pond has been cleaned up.

 **Maintenance** (Bowden)

The Maintenance Committee has not meet since the last Master Board Meeting. The Committee will be meeting before the September Master Board meeting to review projects and any maintenance issues to be resolved before year end. Because of work getting behind as a result of a very wet Spring and early Summer Best Lawns is in the process of rescheduling the large pond rip rap. The rip rap will be done this year but depending on the weather it could be late Fall. The contract for sealing the asphalt has been award and we should be receiving the schedule to do the work within the next week.

 **Nominating** (Eileen Neil) - No report

 **Recreation Committee(RC)** -(Kizior)

Back on July 5 the following issues were forwarded to Debbie:

1. Need new lock for lower gate, gates are also “out of alignment”, difficult to close/lock
2. Pump room door needs new lock, doesn’t work properly with key, so have to prop open, also door needs to be trimmed or???
3. Women’s bathroom door: just needs new lock, residents get “locked inside”

Debbie responded that Corbrook will be notified. Ron had notified Debbie about a week before in regard to item #2, but somehow a communication error caused item #2 not to be fixed by Corbrook.

After checking with the guards a week later, I found out that all three items were fixed and the plugs from the cracking patching on the retaining walls were removed.

 **Social Committee** (Gaunt)

PROPOSED SOCIAL EVENTS -

Sunday, August 19 - 3:00 - 4:00 pm

"SUNDAES ON SUNDAY" - Ice Cream Social - Poolside

Frozen Custard provided by Comet Frozen Custard, Rolling Meadows

Two Scoops with Topping Choices & Cookie - $5.00 per person

RSVP by Wed. Aug. 15 - Carol Pfister - 847-358-4573 or on sign-up sheet poolside

Announcement via Shires Criers July 24, August 9, August 15 & flyer with pool attendant

October - SPOOKY POOCH PARADE

Dress your pooch in Halloween costume & join neighbor pooches for a parade around the circle.

After bedding down your pooch, come join the party at the Clubhouse.

December 2 - ANNUAL RESIDENT CHRISTMAS PARTY

 **Website Committee (**Kizior)

1. Sandee Lossota took some recent pictures and these were added to the Shires home page.
2. Announcement of **“Ice Cream Social”** has been added to the web site.
3. A notice concerning the **Palatine Township Drop-off Program** of recycling and other recycling programs for Sept.
4. Check out Bulletin Board for new info regarding the **NEW NCH Outpatient Care Center** to be opening sometime in August.
5. SHIRES MASTER RULES AND REGULATIONS SEPTEMBER 9, 2016 will be posted shortly.

**VII. Old Business**

Comcast Bulk Contract

After a short discussion a motion to approve a new contract with Comcast was seconded and approved unanimously. The basic services to be provided by Comcast are HD TV, including DVR and 2 additional receivers with HD Digital Starter. Also included will be a modem with Blast! Internet at 150Mbps. The quoted price will be $59.10, plus tax, subject to 4% annual increases. The contract is for 5 yr. Ancillary services (premium TV channels, increased internet speed and phone) are available at additional cost to homeowners individually.

**IX. New Business**

Social Event & Social Event Calendar

Jeff Bowden requested that the Social Committee prepare a Social Calendar quarterly so that the Board can approve events well in advance.

The Board approved an ice cream social, Sundaes on Sunday, set for August 19. Details for homeowners forthcoming.

Also approved are plans for a Holiday party set for the first Sunday of December.

Another social event proposed is a pet costume contest tentatively set for October 28. Approval of this event was deferred to the next meeting pending development of plans.

**X. Owners Comments & Questions**

There were numerous questions about the Comcast contract. All were answered.

Country Estates asked Bill Seymour for assistance to resolve service issues with trash pickup by Groot.

An owner asked if it would be acceptable for the Shires to host a retirement party for our mail carrier who plans to retire in October. The response was positive, but formal approval was deferred pending more specific plans.

**XI. Motion to adjourn** at 7:40 PM - was made, seconded and unanimously approved.

 Next Meeting scheduled for September 13, 2018, at 7:00 pm.

Brian Chapman

Secretary