**Pine Island Ridge Community Association**

**Monthly Board Meeting**

**July 20, 2015**

**ATTENDEES:** Ivone Palus, Steve Hodges, Yolla Blair, Judy Elliott, Ron Hahn, Sharon Moore, Dave Kwiatkowski, Bob Smith, and John Brock. Homeowners Joseph Thiel, Jeff Kwolek, and Cornelius Kostelyk. Representatives of First *Service Residential Management.*

President Hodges began the meeting by providing the representatives with general information about the subdivision such as the assessment process and covenants/bylaws.

Presentation by *First Service Residential* *Management* included the following information:

* *First Service Residential* has been in business for 64 years and only manages homeowners associations.
* It currently manages 150 properties and 120,000 units.
* There is a 96% retention rate and market leverage is used to drive down costs.
* Financial statements are delivered 3 days before meetings. A template is used for developing the budget. They present the information but the association board ultimately makes the decisions.
* If there is no volunteer to perform the treasurer's duties then they will take on the responsibility of paying the bills.
* It was stated that they are available at any time to answer questions.
* Contracts are reviewed and put out to bid. Minimum of 3 proposals are considered.
* They have a certified vendors list which does include Northwest Indiana. They will work with our current service providers.
* *First Service Residential Management* provides a community website and can add their company as a link.
* Work orders, invoices, and calendar information would be accessible.
* Violations can be reported and a letter would be sent to the offender.
* The main idea of the company is to take over most of the work but the association board is still responsible for making decisions.
* A reference page of other local homeowner's associations they are managing was provided.
* There are several managers in Indiana and a weekly site visit is mandatory.
* **2016 PIRCA PROPOSED BUDGET**
* Sharon Moore made a motion to approve the proposed budget as indicated and include the statement that a special assessment over the next 3 years will be needed to cover the expense of an outside management firm to run the operations of the PIRCA. Judy Elliott seconded the motion. Motion passed unanimously.
* **MINUTES FROM JUNE 15,2015 BOARD MEETING**
* Yolla Blair made a motion to accept the minutes and Ivone Palus seconded the motion. Motion passed unanimously.
* **TREASURER'S REPORT FOR JULY 2015**
* Treasurer Brock recommended the association obtain a written statement of a 10 year statute of limitations with regards to the *Shady Brook* reserve fund.
* A home in the subdivision is up for tax sale. PIRCA is exempt from taxation on that parcel of land.
* Vice President Palus made a motion to accept the treasurer's report and Judy Elliott seconded the motion. Motion passed unanimously.
* **COMMITTEES**

**Commons area/Landscape**

* 32 trees have been cut down and 8 more will be done this year.
* Sharon Moore made a motion to continue with the present tree cutting service for 2016 if they maintain the current price. Bob Smith seconded the motion. Motion passed unanimously.
* Tree trimming at 8479 W. 89th was completed but grass cutting is yet to be completed.

**Ponds**

* Weeds have been sprayed and *Aquatic Control* has been coming out every 2 weeks to monitor the algae.
* With the excess rain, the bank behind 8700 Durbin Lane has been washed away. *Cherry Creek Nursery* came out to look at the area and speculated the drain may have been overwhelmed and debris may have been blocking it. They suggested changing the grate to a larger size and adding gravel. This would cost $986.
* Judy Elliott made a motion to approve the upgrade and Bob Smith seconded the motion. Motion passed unanimously.

**Playgrounds**

* Handicap swing was readjusted.
* Graffiti was removed from north commons playground.

**Compliance (Home owners Issues/Problems)**

* Homeowner Jeff Kwolek reported his neighbor has removed his weeds but now they are lying on the sidewalk. Lilac trees on the neighbor's property are dying and blocking the sidewalk.

**ACTION:** Sharon Moore to contact code enforcement and send a letter to the homeowner.

**Communications**

* There is one new homeowner.
* Newsletter to be sent to printer by August 7th and will include ordinances, 2016 budget, and proxy.
* Also included will be information that no motorized vehicles are allowed in the commons area. To be posted on the website as well.
* Date of annual meeting to be posted on banner of website.

**Special Events**

* Vice President Palus to contact Cheri Aleksic for list of contributors to Kiddie Parade.
* Room for annual meeting at *Hyles-Anderson* has been reserved for $100.

**ACTION:** Treasurer Brock to provide list of current homeowners for attendance.

* List of completed projects to be provided to President Hodges by September.
* Sharon Moore to contact town officials of October 12th date of annual meeting.
* **OLD BUSINESS**
* No business to report.
* **NEW BUSINESS**
* No business to report.
* **NEXT BOARD MEETING**
* August 17, 2015- 7:00 pm at *Rosati's*
* **ADJOURN**
* Vice President Palus made a motion to adjourn the meeting and Sharon Moore seconded the motion. Motion passed unanimously. Meeting to adjourned at 9:15.