**LINDEN WOODS CONDOMINIUM ASSOCIATION - November 30, 2020 Board of Directors Meeting Minutes**Brian Maule – President Open Position – Vice President
JoAnne Winkler – Secretary Roberta Kraft – Executive Director
Bunty Kothari – Treasurer Erica Herbert - Advocate PM Representative

Meeting Date: November 30, 2020 – 7:00 P.M.
Location: Dial-In Phone Conference
Board Meeting Called to Order - 7:00 P.M.

1. **Establish Quorum**
Board Members - Position Assignments – Kara Giese has resigned as President due to the sale of her LW property. The Board Member Assignments are: Bian Maule- President, Bunty Kohari-Treasurer, JoAnne Winkler-Secretary, Roberta Karft – Executive Driector, with Open Position of Vice President.
2. **Approval of August 31, 2020 Minutes** – Motion to Approve – Brian Maule, 2nd Bunty Kothari- Board Approved
3. **Financial Report from Advocate PM Dated 8-31-2020**
	* 1. Operating Account $32,586.44\_
		2. Reserve Account $197,670.63\_\_
		3. Laundry Account $ 79,396.12\_\_\_
		4. **Current Balance** **$353,450.62\_\_\_**- Motion to Approve – Bunty Kothari, 2nd JoAnne Winkler- Board Approved
4. **Financial Report from Advocate PM Dated 9-31-2020**
	* 1. Operating Account $40,458.04\_
		2. Reserve Account $201,836.87\_\_
		3. Laundry Account $ 79,396.12\_\_
		4. **Current Balance** **$360,374.58\_\_**- Motion to Approve – Brian Maule, 2nd Bunty Kothari- Board Approved
5. **Financial Report from Advocate PM Dated 10-31-2020**
	* 1. Operating Account $31,492/90\_
		2. Reserve Account $206,004.48\_\_
		3. Laundry Account $ 79,396.12\_\_
		4. **Current Balance** **$356.242.99\_**

- Motion to Approve – JoAnne Winkler, 2nd Roberta Kraft- Board Approved

1. **Old Business**
	1. Linden Woods Foundation Project Update – Hold pending further investigation.
	2. WinTrust Loan Processing Fee relating to Foundation Project – Paid In Full
	3. Crawl Space/Sump Pump Inspection Project Update – Inspection Performed. Sill Plate replacement is not a priority at this time. Plumbing and Electrical issues are critical and need to be addressed. It was determined that Electrical is 1st priority and Plumbing 2nd. Sewage Pipe in 1875 Building was repaired.
	4. Tree Removal – A total of 10 Trees were removed due to deterioration and safety issues.
	5. Nicor Gas Pressure Test Update – In October Nicor performed a gas shut-off due to 1850 and 1870 Buildings due to a gas leak in one of the units. Once turned off and restarted, inspections were performed in all units.
2. **New Business**
	1. Association Resolution For Revenue Ruling G 70-604 - Tabled. To be addressed following review of November financials.
	2. Credit Bureau Reporting Cancellation – Completed
	3. Carpet Cleaning – Bid Received from Mr Natural – 4 Buildings $1,300 - - Motion to Approve – Brian Maule, 2nd JoAnne Winkler- Board Approved
	4. 2021 Budget Meeting – Scheduled for December 5th, 2020
	5. Laundry Room Equipment – Repairs/Replacement to be Reviewed in future
	6. Linden Woods Handyman Services – Board will investigate the addition of a Handyman to proactively address issues.
	7. Linden Woods Newsletter – Distributed and Posted in all buildings
	8. Holiday Decorations – Reminder regarding live trees and decoration placement and removal rules.

**Homeowners Open Forum Performed**

1. **Adjournment to Executive Session** - 9:08 p.m.
2. **Reconvene from Executive Session** – 9:41 p.m.
a. Security Camera Bids Reviewed – Tabled
b. Concrete Repair – Bid Received - - Motion to Approve – JoAnne Winkler, 2nd Bunty Kothari- Board Approved
c. Plumbing Inspections and Bids - Requested
d. Parking Passes – To be reviewed and replacement consideration.
e. Masonry Inspection – Requested
3. **Next Scheduled Meeting:** January 11, 2021**, via** Tele-Conference**, Scheduled for** 7 p.m**.**
4. **Meeting Adjourned** 10:00 p.m.