

Garden Court Townhouse Association

Board of Director's Meeting – January 24, 2022

Meeting was called to order at 7:04 p.m. by Rosemary Hulett



Board Member(s) Present

Rosemary Hulett – President

Harold Gause – Vice President

Rolland Craig – Treasurer

Sandy Keller – Secretary

Michael Cain – Director

Gail Drish Smith – Director

Scott Adler –EPI Management Rep.

Board Member(s) Absent

Linda Stampley - Director



Elections of Officers

- Sandy Keller nominated Rosemary Hulett for President. Michael Cain motioned, and all were in favor.
- Sandy Keller nominated Harold Gause for Vice President. Michael Cain motioned, and all were in favor.
- Rolland Craig nominated Sandy Keller for Secretary. Michael Cain motioned, and all were in favor.
- Sandy Keller nominated Rolland Craig for Treasurer. Michael Cain motioned, and all were in favor.
- Rolland Craig accepted the assignment to remain on the Architectural Committee. Michael Cain accepted the assignment to remain on the Landscaping Committee, and Gail Drish Smith joined the committee. Sandy Keller and Rosemary Hulett accepted the assignment to remain on the Orientation Committee, and Gail Drish Smith joined the committee. Rosemary and Harold Gause accepted the assignment to remain on the Rules/Regulations Committee, and Linda Stampley was nominated to remain on this committee. The Volunteer Committee will continue to be managed by homeowners.

Open Forum/Homeowners Remarks

- Homeowner notified the board that they were impressed with the crew that removed the tree in the front of their home. They also notified EPI that they noticed that two snow removal crew members were drinking beer.
- Homeowner brought to the board's attention a discrepancy with the timing of a letter was mailed to them before the due date for garage repairs.
- Homeowner inquired whether an area that was inspected to be pitched by Lepore will be re-mulched.
- Homeowner reported that the bobcat for snow removal still isn't covered. Homeowner also notified the board of a safety issue at the bus stop when drivers are doing 3-point turns.

Secretary Report

- Correction: Minutes for December 27, 2021, under New Business should read Gail Drish Smith, not Drift Smith. Motion made by Michael Cain for approval of minutes from November. Motion seconded by Harold Gause. Motion passed by unanimous vote.

Treasurer Report

- Invoices presented for payment were reviewed and paid.
- **35** homeowners in arrears, totaling **\$66,064.31**.
- Motion made by Harold Gause for Treasurer Report approval. Motion seconded by Michael Cain. Motion passed by unanimous vote.

Architectural Report

- Barry Roofing hasn't submitted their report with recommendations for additional repairs to the 18649 roof. Management provided the board with the report from Barry Roofing for inspecting a reported roof leak.
- Management received complaints from homeowners regarding the snow removal on January 2nd.

Clubhouse/Pool

- Management presented to the board the proposal for the replacement of the clubhouse computer that controls the entry system and cameras that was previously approved by the Board of directors via email. The work has been completed and a new lock will be needed.

Landscaping

- Magic Hands informed Management that the tree scheduled for removal the week of January 10th remains.

Orientation – No Report

Rules/Regulations

- Sandy Keller motioned to accept the verbiage for the proposed rule change of the communication policy. Rolland Craig seconded the motion. Motion passed by unanimous vote. The proposed rule change will be formerly presented at the next meeting. **PLEASE REVIEW THE ATTACHMENT!**

Volunteers – No Report

Old Business

- The Village West sign at the entrance sign of Village Drive will be removed by Lepore and a new sign will be installed by Sign Outlet when the ground softens. Rolland Craig motioned to pay our share of removal. Gail Drish Smith seconded the motion. Motion passed by unanimous vote.

New Business – No Report

Adjournment

- Rolland Craig motioned to adjourn general session at 8:12 p.m. Harold Gause seconded the motion. Motion passed by unanimous vote, then the Board convened for executive session to discuss litigations, violations of rules and regulations, homeowner's delinquent accounts, and to consult with legal counsel.

NEXT BOARD MEETING

MONDAY, FEBRUARY 28th – 7:00 P.M.

Via Conference Call at **877-568-4106**

Access Code: **701-601-837**

ALL HOMEOWNERS ARE WELCOME TO ATTEND

TIME ALLOTTED FOR OPEN FORUMS/HOMEOWNERS REMARKS IS THE FIRST 30 MINUTES.

PROPOSED GARDEN COURT TOWNHOUSE ASSOCIATION
COMMUNICATIONS POLICY

Presented by the Rules Committee
January 24, 2022

PREFIX: The purpose of this communication policy is to help facilitate previously approved written agreements with contractors and avoid possible conflicting oral instructions given directly to contractors by homeowners while on site.

All homeowners' concerns about service requests or work orders regarding work being done on the property should be communicated **directly to the Management Company** via email at epi@epimanagement.com, via a letter using U.S. mail, by calling (708) 396-1800, extension 219 (Service), or during the Homeowners' Forum at the regularly scheduled Board Meetings.

NOTE: Requests for general advice can be directed to a Board Member; however, Board Members are not able to address an issue that requires a vote of the entire Board.

Contractors are retained by the EPI Management Company on behalf of the Association to perform specific services. As a result, the Association's contractors should NOT be approached or confronted directly by unit homeowners on the property with their concerns. These contractors are performing at the direction of the Board of Directors, and they CANNOT deviate from the scope of work to which they have been assigned to perform. In addition, follow up by Board or the Management Company cannot be done for any concerns that have not been officially reported to the Management Company using the above-mentioned reporting options.

For the purposes of this rule only, any violation of this rule will result in an immediate fine assessed against the offending homeowner(s) in the amount of \$250.00/occurrence. The Board of Directors has the discretion to pursue all additional reasonable measures to enforce compliance, the costs of which will be also assessed to the offending homeowner(s) account.