



COROMANDEL

Coromandel Community Associations

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Minutes

September 23, 2021 – Townhome Association Board of Directors Meeting

This meeting was conducted by Zoom arranged by Braeside Community Management, LTD. In attendance were Mike Horvitz, David Loughnane, and Alan Polikoff, along with Property Manager Steven Perna, Assistant Property Manager, Morgan Rae Lood and multiple residents.

The meeting was called to order by President Alan Polikoff at 6:30 p.m. Minutes from the prior townhome board meeting of June 28, 2021 were reviewed and approved without change.

The Treasurer's report/summary was presented by Mr. Horvitz and accepted. Mr. Polikoff pointed out that the \$20,000 charge to operating expenses for emergency snow removal from all the townhome roofs in February 2021 can, according to the auditor, be paid back over time, and all agreed this is acceptable.

The auditor's preliminary annual compilation report (covering the year to Dec. 31, 2020) was discussed between the auditor (Chris Nyborg) and the board members in a zoom meeting on Aug. 26. The auditor was to finalize the report shortly after that meeting, but she hasn't done so yet. It was remarked the auditor appears slow at times, and Mr. Perna said he will follow up on this, and explained that going forward, he will make sure this type of audit report is presented and completed in the 1st quarter following the end of the year. When the final compilation report is received and approved, it'll be provided to all townhome residents.

Mr. Perna presented his Management Report covering multiple items.

1. Rental policy survey. Approximately 32 residents responded to the survey questionnaire and Mr. Perna summarized these, noting most residents were in favor of some type of restriction in regard to rentals, particularly for short terms, with many residents expressing the belief that renters do not have the same degree of interest for keeping up the premises as do owners. A discussion about the pro's and con's of rental restrictions took place, with resident participation. Mr. Perna will obtain samples of rental restriction provisions used by other associations so these can be reviewed and discussed at an upcoming meeting.
2. Townhome Board of Directors Election information – Mr. Perna had distributed to the board members a rough draft of a letter to be sent to all townhome residents about the upcoming board election in November. There are 2 director positions available this year (those currently occupied by Mr. Horvitz and Mr. Loughnane). It was pointed out the townhome election rules do *not* allow for cumulative voting,

so that an owner cannot cast 2 votes for a single candidate. Materials about the election process will be sent out by mail at the end of September. Owners interested in running for the townhome board of directors will have to submit their application to the Coromandel office by the end of business on Oct. 11, and the ballot materials will be sent out to all townhome owners on approximately Oct. 15th. Election results will be announced at the annual meeting on November 22, 2021.

3. Dryer vent cleaning – pursuant to a townhome rule requiring owners to certify the cleaning of each unit’s dryer vent every 3 years, Mr. Perna, in the hope of getting a better price for owners by leveraging our group numbers, described a proposal received from “Mister Natural”, a vendor he’s had experience with and recommended. The estimated price was \$39 per unit for the exterior vent, and an additional \$49 for an interior vent if the owner desired that be done. Mr. Perna will clarify price information and advise everyone. Payment of this charge is the responsibility of the unit owner, as is getting the dryer vent cleaned and reporting that it’s been done.
4. Landscaping – it was reported that almost all of the extra landscaping work was finished or would be done shortly, and the results have been favorably received by residents. If anyone notices some aspect of landscaping that needs attention or if they have a question, they’re encouraged to contact Mr. Perna.

After the Manager’s Report, comments from the residents were taken. In addition to the discussion about a possible rental policy (see above), a question was raised about sealcoating of driveways. Mr. Perna will ask M&J (a contractor dealing with sidewalk repairs for the Umbrella Association) to look at and provide an estimate for discussion at a future meeting. There was also a discussion about unit owners having access to townhome financial information, and Mr. Perna will look into setting up a portal so owners-only can access these details.

After there were no further resident questions, the formal meeting was adjourned by unanimous agreement and a brief executive session was held, where it was reported that the Townhome Association has been dismissed from a lawsuit filed against the Townhome Association due to a fall by a former resident (the suit continues against the Umbrella Association and others). The executive session and meeting were concluded at 7:40 p.m.

Submitted by Townhome Board Secretary, David Loughnane