



Northwest

Property Management

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**THE TIMBERS CLUB CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING**

**St. Charles Township Offices
Monday, August 19, 2024 at 7:00 P.M.**

AGENDA

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
- IV. FINANCIAL/MANAGEMENT REPORTS (Page 1-37)**
 - a. Inspection Report (Page 38-65)
 - b. Completed Work
 - Lawn Maintenance
 - Soil & Seeding at Buildings 6 & 9 where trees removed
 - Mulch
 - Balcony repairs
 - Removal of extra gutters and downspouts at Buildings 3&4
 - Carpet Cleaning
- V. OLD BUSINESS**
 - a. Hail Claim Update (Claim filed and joint inspection scheduled for 8/19/24)
 - b. Assurant Fire Alarm Inspections: Scheduled for September 9, 10, 11, 2024
 - c. AB Pro Painting & Remodeling: Work Status
 - d. Other
- VI. NEW BUSINESS**
 - a. Not Just Grass Landscape Maintenance Proposal (Page 66-68)
 - b. Not Just Grass Snow Removal Proposal (Page 69-71)
 - c. Building 16: Retaining Wall Proposals (Page 72-75)
 - d. Not Just Grass Tree Pruning Proposal (Page 76-79)
 - e. Not Just Grass Dormant Pruning Proposal (Page 80-83)
 - f. Spielman Plumbing Proposal: 238 Benham Court (Page 84)
 - g. Glen Galis Concrete Proposal (Hand Out)
 - h. Other
- VII. OPEN MEETING TO HOMEOWNERS**
- VIII. EXECUTIVE SESSION / RULES ADJUDICATION**
- IX. NEXT SCHEDULED MEETING**

Monday, September 16, 2024
- X. ADJOURNMENT**



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REPORTS

Attached for your review are the following reports:

- Inspection Report
- Correspondence
- Home Sales

Respectfully Submitted,

Brian Schumacher, CMCA
Community Association Manager
Northwest Property Management



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THE TIMBERS CLUB CONDOMINIUM ASSOCIATION MANAGEMENT REPORT AUGUST 2024

FINANCIALS

Attached are the financials for the month ending July 31, 2024.

CASH / INVESTMENTS		
Cash	Enterprise Operating Checking	\$169,288.76
Cash	Enterprise Reserves Checking	\$124,961.16
TOTAL:		\$294,249.92

OTHER CURRENT ASSETS

Prepaid Insurance \$2,366.58

(4) CD's \$217,021.84

ACCOUNTS RECEIVABLE / PREPAID ASSESSMENTS

Your AR Report represents past due or delinquent assessments and your Prepaid Report represents assessment paid ahead.

Total past due assessments are \$2,717.70

Total Prepaid assessments are \$9,485.58

OPERATING EQUITY ACCOUNTS

All operating equity accounts represent funds out of operating that are earmarked for future projects and/or expenses and do not represent additional cash on hand. Funds may be utilized without effecting the current years' operating budget provided the funds are available in the operating cash accounts.

Total Operating Equity is (\$11,051.39)

Prior Year's Equity balance is \$166,698.85 which represents a surplus of funds at year end, year over year.

THE TIMBERS CLUB CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING

St. Charles Township Offices

August 19, 2024 @ 7:00pm

1. CALL TO ORDER

The meeting was called to order at 7:00pm.

Those present were:

Mr. Tom Bosko	President
Ms. Isie Barclay	Secretary
Ms. Michelle Fey	Treasurer
Mr. Brian Schumacher	Managing Agent
Mr. Steven Beilunski	Director
Mr. Steven Charles	Director

2. APPROVAL OF AGENDA

A motion was made by Isie Barclay to approve the agenda, seconded by Steve Beilunski. Motion unanimously approved.

3. APPROVAL OF THE MINUTES

Minutes from the July 15, 2024 meeting: A motion was made by Stephen Charles to approve the minutes as presented, seconded by Tom Bosko. Motion unanimously approved.

4. FINANCIAL / MANAGEMENT REPORTS

The operating account reflects a total net worth of \$169,288.76 and the Reserve Account reflects a total net worth of \$124,961.16. A motion was made by Michelle Fey, second by Isie Barclay to approve the financials as presented. Unanimously approved.

5. MAINTENANCE REPORT

Brian Schumacher gave a report on work completed resultant to this month's grounds inspection. Steve Beilunski reports that exterior painting and power washing will begin at the end of this month.

6. BUSINESS MEETING

Old Business: Eco and Travelers Insurance have conducted the first of their inspections on the hail damage to the rooves and siding. They will return to complete their inspection before any potential work agreement is approved.

The St Charles Fire Department will be inspecting each unit from September 9th through 11th. Homeowners must be present during the inspection.

The following contracts were approved for the coming year:

- a. Not Just Grass weed control (motion by Steve Beilunski, second Tom Bosko.)
- b. Not Just Grass snow removal (motion by Isie Barclay, second Steve Beilunski.)
- c. Ab Pro contract - Building 16 retaining wall proposal (motion by Tom Bosko, second Stephen Charles.)
- d. Not Just Grass tree pruning (motion by Tom Bosko, second Isie Barclay.)
- e. Not Just Grass dormant pruning (Motion by Tom Bosko, second Isie Barclay.)
- f. Glen Galis concrete proposal (Motion by Isie Barclay, second Michelle Fey.)
- g. Speilman plumbing proposal Benham Ct (Motion Tom Bosko, second Stephen Charles.)
- h. Auburn Court, upper unit – purchase contract pending approval of sound proof vinyl planking. Brian Schumacher will follow up with the potential buyers.)

7. NEW BUSINESS

A motion was made by Michelle Fey, seconded by Isie Barclay to approve payment of checks as presented, unanimously approved.

8. OPEN TO HOMEOWNERS

Building 8 Concrete is popping up. Will be inspected at homeowner's request.

Building 11 is scheduled for tree trimming per owner's request.

Building 13 damage done to interior as homeowner moved in. Asphalt on homeowner's driveway will be inspected. Driveways are not scheduled for repaving until next year.

9. EXECUTIVE SESSION / RULES ADJUDICATION

The Board will send a letter to the present homeowner who is reportedly in violation of the occupancy agreement as stated in our bylaws.

10. NEXT SCHEDULED MEETING

September 16, 2024 at 7pm.

11. ADJOURNMENT

The meeting was adjourned at 8:04 pm.

Respectfully Submitted:

Isabell Barclay, Board Secretary