



**Silver Lake Villas Homeowners Association
Minutes of the 2nd Annual Board Meeting
May 12, 2023**

Call to order:

Board President John O'Halloran called the meeting to order at 6:30PM.

Roll call by Board Secretary:

Board Members John O'Halloran, Maureen Swearingen, and Curt Unander were present. Fintan Broderick was absent.

Meeting Agenda: Board President O'Halloran had a Power Point presentation of the agenda which was displayed on two screens at the Orland Park Library meeting room. *{See appendix}

Special Guests:

Timothy McGinnis, CMA, AMS, President Celtic Property Management

Donna McGinnis, Assistant to the President Celtic Property Management

Special Note: The Board of the SLVHOA passed a resolution on May 12, 2023, to contract with Celtic Property Management, 3100 Theodore St. Suite 100 Joliet, Illinois, 60435, to contract for and to delegate to such contractor such powers and duties of the Board as the Board may deem appropriate.

The Board is pleased to announce that Celtic Property Management will be responsible for the collection of all monthly assessment payments from SLVHOA homeowners. Additionally, they will now manage many of the day-to-day financial tasks that were previously the responsibility of the Board Treasurer. The past few years have seen a rise in the numerous ways to pay bills other than writing physical checks. These payment options require a financial administrative system that is beyond the scope of our association.

Tim and Donna carefully explained their past history in managing HOA's, outlined their staff responsibilities and indicated the various ways for an easy and seamless assessment payment process. A detailed question and answer session followed their presentation with answers given to all those who needed assurance as to the process, especially those who do not have internet access. Information forms were passed out for unit owners to complete giving them a head start on the new program.

Board Secretary's report:

Curt Unander presented the three new resolutions approved by the board on May 12, 2023, as follows:

1. A Resolution giving authority to the Board President to contract for the Management of Common Properties and to delegate to Celtic Property Management the responsibility for collection of assessments, fines, penalties, real estate transactions and the payment of contractor invoices.
2. Rules and Regulations – Documentation fee owed by the Seller and a two-month assessment deposit owed by the buyer prior to closing on real estate transactions.
3. Rules and Regulations regarding Estate sales, Visitor Parking and Dumpster placement.

Curt explained to the unit owners the efforts over 10 months and the due diligence that went into face-to-face meetings, zoom meetings and other criteria involved in deciding on Celtic as the company to handle our financial requirements. We had fourteen specific points that the interviewees had to complete to our satisfaction to be placed in the final three applicants.

Curt also indicated how pleased he was that 62% of the unit owners owing insurance renewals in 2023, had their agents forward the renewal to the SLVHOA PO Box as an additional addressee. This greatly facilitates the managing of this by-law requirement.

Also addressed was a welcome to the two new unit owners: James and Rose Mary O'Conner unit 6-A 8938 Silverdale closed April 14th, 2023, and Richard Morales unit 10-D, 8959 Dublin closed May 5th, 2023. All neighbors should welcome them and assist with any association questions.

Also mentioned was the excellent compliance with the parking requirements of the association. It was indicated that the annual dryer vent program will be running from July-Sept. 2023 Further information to follow.

Maureen Swearingen: VP-IT Director report:

Maureen reported on the SLVHOA website (www.silverlakehoa.net) is now open to the public without password. This will help our real estate agents, lawyers, etc. to find quickly all the benefits of people wanting to move into our complex.

1. Maureen placed new tabs on the homepage for quick access to important documents and upcoming events.
2. Maureen is working hand-in-hand with Celtic Property Management to facilitate the sign-up process for our unit owners.
3. She is reorganizing the Contractor and Services tab on the website recommendation list into trades and services.

A question and answer session was directed to Maureen for unit owners' questions regarding her role and the website.

Treasurers Report: John O'Halloran

Due to this important Board Position remaining unfilled, the position will be re-engineered to take into account the duties that are now assigned to Celtic Property Management, and which duties will be the responsibility of the new Treasurer. The board will look further for a unit owner to be willing to assume this role.

Please be on the lookout for further information regarding Celtic Property Management and their role in assisting the Association with this critical function.

Drop boxes for assessments will be discontinued and are no longer in use. The drop box at the Secretary's residence (15012 Mayo Drive) will remain open for placement of Insurance and dryer vent documents only. Any assessments placed in this box will be returned to the owner.

SLVHOA Capital Improvement Program 2023-2027

A special meeting will be held on June 6, 2023 to discuss a special assessment for the roof replacement on twenty (20) buildings. The board will then vote to ratify.

- 20 buildings: Roofs, Siding and Gutters
- 25% of driveways and private drive replacement
- Unknown number of trees, shrubs, other grass and plant material

What's the current Roof Status? Roofs are scheduled to begin to be replaced starting in June 2023. Funds are currently available for approximately 10 buildings.

- Hamstra Roofing of Frankfort has been selected by the Board as the Contractor.
- 2023—8 Buildings (3,5,6,8,9,11,14 and 21).
- 2024—4 Buildings (1,2,7 and 10).

Buildings and Grounds: Fintan Broderick

CNC Lawn spring maintenance and repairs underway:

- a. Core aeration
- b. Broadleaf weed killer/fertilizer
- c. Mulch spread throughout the complex
- d. Tulips blooming
- e. Spot seeding and lawn repair

Greenway Sprinkler to shortly activate lawn sprinkler service
(Memorial Day to mid-September)

Board approvals are needed for limited common element replacement.

"When in Doubt. Reach Out" Call Fintan/John

SLVHOA Grounds and Activities Committee: Eileen Lyons, Tracy Stasukewicz, Bonnie Carpenter, Faith Selzer, Lesley Lerner.

Subjects discussed included:

1. Work with CNC Landscaping for new building courtyard landscaping plan. Prioritize items needing replacement.
2. Recommend annual plant materials for signage and Village Square.
3. Recommend and start short and long-term building plans for Village Square.
4. Other things/social activities, including fun and games "Silver Lake Villas Day"?

Questions and Answers:

The unit owners had many questions, and two board members went around with a portable microphone so all in attendance could hear the questions and the answers.

Many questions concerned the new Celtic Property Management and their role within the Association as of June 1st. 2023.

Again, as in other general meetings, unit owners wanted to know more about what is happening in the association, and how they can be more involved. (It was suggested that more attention should be paid to our excellent website, for most items and answers are contained therein.)

Also, as in other meetings, landscaping issues demanded the most attention, with some unit owners not satisfied with the landscaping program as currently contracted. A unit owner on the North side of Dublin was upset that some years in a row, the landscaper had piled dirt/mulch on the visitor and guest parking area, the resident suggested that the dump area be changed year to year.

Silver Lake Villas Grounds and Activities Committee: Eileen Lyons, Tracy Stasukewewicz, Bonnie Carpenter, Faith Selzer, Lesley Lerner. Subjects: Building courtyard landscaping, annual plant material, short- and long-term building plans for village square and social activities

Attachments: Power Point of the meeting agenda
Attendance List

For the Board:
Curt Unander
Board Secretary/Compliance Officer
Silver Lake Villas Homeowners Association