

**VALLEY LO TOWERS I  
BOARD OF DIRECTORS MEETING  
January 23<sup>rd</sup>, 2020 – 7pm  
Valley Lo Towers Clubhouse – 1910 Chestnut Ave, Glenview, IL 60025**

Board President Lynne Goldman called the Valley Lo Towers I meeting to order at 7:05pm. A quorum of Board Members were present.

**BOARD MEMBERS PRESENT:**

Mary Bielinski  
Florence Bubes  
Dixie Elwell  
Anne Gardner  
Lynne Goldman  
Jim Janus  
Paul Kaiser

**ALSO, PRESENT:**

Kevin Sanders, Braeside Management  
Homeowners

**APPROVAL OF MEETING MINUTES FROM 11/14/2019**

**Motion** made by Dixie Elwell, seconded by Paul Kaiser and unanimously passed to approve 11/14/2019 Budget Meeting and 11/14/2019 Directors Meeting.

**ESTABLISHMENT OF VLTl COMMISSIONS**

**Finance Commission -**

**Motion** made by Lynne Goldman to nominate Jim Janus as Chair of Finance Commission, seconded by Mary Bielinski and unanimously approved by the Board.

**Owner Involvement –**

**Motion** to nominate Paul Kaiser as Chair of Owner Involvement Commission made by Jim Janus, second by Lynne Goldman and unanimously approved by the Board.

**Social Commission –**

**Motion** made by Mary Bielinski to nominate Dixie Elwell as Chair of Social Commission, second by Paul Kaiser and unanimously approved.

**Rules and Regulations –**

**Motion** made by Paul Kaiser to nominate Mary Bielinski to Chair Rules and Regs Commission, second by Jim Janus and unanimously approved.

**Maintenance/Landscaping –**

**Motion** made by Dixie Elwell to nominate Florence Bubes as Chair of Maintenance/Landscape committee, second by Jim Janus and unanimously approved.

## HOMEOWNER FORUM

Numerous residents addressed the Board/Management with various questions.

## TREASURER'S REPORT

Jim Janus presented the end of year financials:

### As of 12/31/2019

**Cash Operating Account:** \$94,698.23

*\* Increase in \$29,725.74 from 12/31/2018*

**Reserve Account:** \$1,027,158.64

*\* Increase of \$101,999.66 from 12/31/2018*

**Total Assets:** \$1,095,036.92

**December 2019 Expenses:** \$50,063.69

**Total 2019 Operating Expense:** \$669,979.33

**Total 2018 Operating Expense:** \$678,250.44

\* 2019 end of year VLT financials show a net income of \$33,556.00.

**Motion** made by Jim Janus to move budget surplus of \$33,556 into reserve account. Second by Dixie Elwell and unanimously approved.

## MANAGEMENT REPORT

### Building Pest Control Vendor:

Kevin Sanders from Braeside informed residents of a new pest control contract with Anderson Pest Solutions. Matt is the building technician and is very knowledgeable. Residents should contact management with and pest issues to be added to the list for monthly treatment.

### Property Tax Assessments:

Elliot and Associates property tax appeal has been successful. Elliot and Associates were able to reduce the total amount of increased assessed value of the property. Unit owners will receive a communication from Management.

### 2019 Tax Returns and Audit:

Chris Nyborg and Associates have sent over a proposal for 2019 taxes and audit. Cost of this work is \$4500.

**Motion:** Upon motion by Lynne Goldman and second by Dixie Elwell. The Association has accepted the proposal from Nyborg and Associates for 2019 taxes and Audit for \$4500.

**Janitorial Contract:**

VLTl Board has been seeking proposals for building janitorial services. The Board met with Royal Cleaning, DeMar Building Maintenance and Erel's Maintenance for in person interviews. All 3 companies excel at cleaning. Erel's Maintenance and Royal Cleaning both have support staff for electrical, plumbing, and handyman services. Erel's Maintenance shop is located less than 1 mile from VLTl. For emergency response, this was a critical factor for the Board to consider.

**Motion:** Upon motion made by Dixie Elwell, seconded by Mary Bielinski and unanimously carried, the Board approved to contract with Erel's Maintenance for janitorial service. This annual service contract will begin on February 1<sup>st</sup>, 2020. Cost for base contract services between 2/1/2020-1/31/2021 is \$6550/month.

**ADJOURNMENT**

**Motion:** Upon motion made by Mary Bielinski, seconded by Ms. Elwell and unanimously carried, the meeting adjourned at 8:05 pm.