

BLOOMFIELD CLUB RECREATION ASSOCIATION
MINUTES OF BOARD OF DIRECTORS' MEETING
Wednesday, March 19, 2014

A regular meeting of the Board of Directors of the Bloomfield Club Recreation Association was scheduled for 7:00 pm, Wednesday, March 19, 2014, at the Bloomfield Club Clubhouse, Bloomingdale, Illinois. Shawn Rodgers presided as Chairperson of the meeting.

Officers and Directors Present:

Shawn Rodgers, President
Mike Novinski, Vice President
Paul Palz, Treasurer
Marietta Serenda, Secretary
Joe Chranko, Director
Rich Tinaglia, Director
Tony Fato, Director

Representing Management: Steve Elmore, EPI

Also present were Doug Higgins, MarLene McGuire, Marge Harmon, Recording Secretary; Jan Wanland, EPI and three homeowners.

I. CALL TO ORDER

Shawn Rodgers called the meeting to order at 7:00 pm. Shawn noted that the resident scheduled for a hearing did not appear.

II. MODIFICATION/APPROVAL OF AGENDA

Upon motion by Shawn Rodgers, seconded by Mike Novinski, the Board approved the Agenda as amended. Audit will be discussed under Treasurer's Report and Revised Rules and Regulations may be tabled until April meeting.

III. HOMEOWNER'S FORUM

IV. REVIEW OF MINUTES

Upon motion by Mike Novinski, seconded by Rich Tinaglia, the Board approved the February minutes. Paul Palz abstained since he did not attend the February meeting.

V. TREASURER'S REPORT

February 28 2014

Total Checking & Savings	\$ 72,463.70	Total Acct Payable	\$ 28,824.64
Total Acct Receivable	\$ 18,501.01	Total Current Liabilities	\$ 29,998.21
Total Short Term Res Inv	\$337,641.57	Total Reserve Fund	\$309,896.45
Total Current Assets	\$429,206.28	Total Liabilities & Equity	\$429,206.28

Paul Palz noted that he was reading the report but had not reviewed the detail. BCRA is \$4,000 under budget for February and YTD \$11,000 favorable net funding the reserve.

\$45,044 CD due on 3/20/14. Nothing significant coming up and Paul recommended rolling over the CD. Upon motion by Paul Palz, seconded by Shawn Rodgers, the Board unanimously approved rolling over \$45,044.09 into a 12 month CD at the highest interest rate. Steve will check interest rates and email Paul.

Upon motion by Paul Palz, seconded by Shawn Rodgers, the Board unanimously approved the Treasurer's Report and disbursements for February 2014.

Audit. Paul stated that the Board and EPI have hit an impasse regarding the audit with issues caused by errors in bookkeeping. Items/numbers on the statements provided to Michael Cochrane by EPI led to a need for further details from EPI.

There are four main items under review.

1. Duplicate payment for plaster – original check was not received. Original check was voided but a stop payment was not issued. A replacement check was issued but the original check was received and cashed. Wrong check was voided. The issue has been resolved.
2. Two \$5,000 deposits were made on behalf of BCRA by EPI. Cash was running low and EPI funded the BCRA account to ensure there would be no overdraft. According to EPI, the money was never refunded to EPI.
3. CD for over \$25,000 – does it belong to BCRA or EPI?
4. BCI prepayment of assessments dates back to 2006 or before. Error in bookkeeping or not booking payment correctly.

Paul requested trial balances beginning with 2008 from EPI. He received them this week but has not had time to review them.

Discussion was held regarding charges by Michael Cochrane and who will pay. EPI originally offered to pay any overage, changed it to \$4,000 and then wasn't sure how much they would pay. Charges are now up to \$8600. Steve stated that EPI did not receive any response from Cochrane until October 2013 after providing them detail in June. He feels that Cochrane incurred major expense without notification or approval. In EPI's opinion, all issues have been resolved.

Paul explained that an auditor relies on statements and transactions provided by management and then does testing to determine accuracy. Michael Cochrane did 2010 audit and gave a clean opinion. In 2011, some numbers for 2010 provided by EPI changed and in 2012 there were significant changes. When there are changes, every month needs to be adjusted to a reconciling amount.

Paul will review the trial balances and roll all CDs beginning with 2008. Paul stated that it does not appear any transactions are fraudulent, but he won't know until he goes through transactions. Paul will see if it supports EPI's findings. There will be no additional fees because Paul is looking at the trial balances.

Steve said EPI is willing to pay for 2010 and 2011 audits so they can get back the money they feel is owed to them by BCRA. Steve also stated that EPI will not work with Michael Cochrane in the future.

Paul received permission from the Board to contact Michael Cochrane to discuss time and money to complete 2011 and 2012, negotiate the \$8600 and let him know that he will receive a payment. Paul will keep EPI apprised. He will give the Board details by phone or in a meeting. Paul recommended staying with Michael Cochrane for 2011/2012 and go out for bid for 2013.

VI. MANAGEMENT REPORT - EPI

Alsides. Waiting for hardware for party room door.

Pool window. There's an issue with a window that was installed several years ago. The window is still under warranty except for labor.

Pool Heater. The pool heater has been ordered and will be available in 2 weeks. Ridgeway will get permits and install the heater.

Landscape Contract. Upon motion by Shawn Rodgers, seconded by Paul Palz, the Board unanimously approved the addendum to the landscape/snow removal contract with Green Horizons adding a 40" cap on snow removal. After 40", snow will be removed on a per push basis. Shawn asked Steve to see if landscaper will raise cap to 45" or 50". Steve will go out for bid for snow removal for 2014-2015.

Shawn instructed Steve to add to specs that snow may not be piled between the stairways in front of the building because it could short out the electrical and damage the lights.

Pool Windows. Steve Elmore and Joe Chranko will draft specifications for the windows and go out for bid. Shawn suggested that the specs include frosted windows for the lower windows on the east side and two operable transoms – one on each side – so that a hose can be hooked to the hydrant to fill the pool through the window. BCRA could avoid paying sewer charges saving approximately \$500.

VII. CLUB DIRECTOR'S REPORT

- A. Revised Rules & Regulations.** Discussion was tabled until the March meeting.
- B. Carpet Cleaning.** Upon motion by Joe Chranko, seconded by Paul Palz, the Board unanimously approved carpet cleaning by Mister Natural in the amount of \$785.62 with the work being done in May.
- C. Window Cleaning.** Upon motion by Mike Novinski, seconded by Rich Tinaglia, the Board unanimously approved cleaning of inside and outside of the windows and the outside chandelier by Simply Transparent in the amount of \$922.00 with the work being done in May.
- D. Sprinkler Vendor.** Upon motion by Paul Palz, seconded by Joe Chranko, the Board unanimously agreed to accept Western Irrigation as the sprinkler vendor with costs of \$260 to open the irrigation system, \$260 to close the irrigation system and an hourly rate of \$145 for two men.

BCI Painting Schedule – Shawn suggested identifying which fences are to be done and verify that they were completed.

\$494 was spent through the Village of Bloomingdale's 50/50 program to replace four trees by the pond. The Board discussed planting three trees around the tennis court.

VIII. CLUB EVENTS REPORT

Spring Brunch – March 9th. 150 people attended. Cost of the event was \$3,097.88 with a budget of \$4,000.

Annual Garage Sale – May 17th. \$10 fee to participate

Pool Opening Party – May 25th. Pool opens May 24th

Easter Egg Hunt – April 12th. Tickets for resident children are free and guest children are \$3.00

IX. COMMISSION REPORT

- A. Social. Nothing to report.
- B. Architectural and Facilities. Nothing to report.
- C. Finance/Budget. Nothing to report.
- D. Landscape. Nothing to report.
- E. Rules and Regulations.

X. OLD BUSINESS

There was no Old Business to come before the Board.

XI. NEW BUSINESS

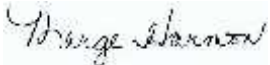
There was no New Business to come before the Board.

XII. ADJOURNMENT

Upon motion by Shawn Rodgers, seconded by Mike Novinski, the meeting was adjourned to Executive Session at 8:33 pm.

XIII. EXECUTIVE SESSION

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Marge Harmon", is written on a light blue rectangular background.

Marge Harmon
Recording Secretary

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