

**BLOOMFIELD CLUB RECREATION ASSOCIATION
MINUTES OF BOARD OF DIRECTORS' MEETING
Wednesday, February 15, 2023**

A regular meeting of the Board of Directors of the Bloomfield Club Recreation Association was scheduled for 7:00 pm, Wednesday, February 15, 2023 at the Bloomfield Clubhouse, Bloomingdale, Illinois. Jan Bedard presided as Chairperson of the meeting.

Present: Jan Bedard, President
Russ Cascio, Vice President
Paulette Wirkus, Treasurer
Mary Bahr, Secretary
Paraj Mathur, Director

Absent: David Smith, Director
John Schmitz, Director

Representing Management: Pam Stanish, ABC Property Managers

Also present were Kim Tarman, Club Administrator and Marge Harmon, Recording Secretary.

I. CALL TO ORDER

Jan Bedard called the meeting to order at 7:00 pm.

II. REVIEW OF BOARD POSITIONS

Motion by Jan Bedard to vacate Mike Mazza's position as Board member and Treasurer. Seconded by Paraj Mathur. Motion unanimously approved.

Motion by Mary Bahr to fill the vacancy for the term until the annual meeting with Paulette Wirkus, former Board member. Seconded by Jan Bedard. Motion unanimously approved.

Motion by Mary Bahr to approve Paulette Wirkus as Treasurer. Seconded by Jan Bedard. Motion unanimously approved.

III. HOMEOWNER FORUM

There were no homeowners present.

IV. APPROVAL OF MINUTES

Motion by Jan Bedard to approve the minutes as presented for the meeting on January 18, 2023. Seconded by Paraj Mathur. Paulette Wirkus abstained. Motion approved.

V. TREASURER'S REPORT –

The December 2022 and January 2023 financials will be approved once they are corrected. All information has not been received from EPI Management.

Paulette Wirkus reported that funds were invested in 3, 6, 12, 18 and 24 month CDs at 4.4% and 4.5% with Edward Jones. Jan Bedard, Paulette Wirkus and Mary Bahr will be added to the Edward Jones accounts.

VI. MANAGEMENT REPORT

- A. Library Windows – Pam Stanish reported that she has received two quotes for the library windows. She will put together a spec sheet to get additional quotes. The half moon and transom windows will be quoted separately.
- B. Insurance Renewal & Updates – Pam Stanish reported that she has received four proposals and has a broker working on getting quotes. The Board directed Management to make sure the proposals included property and liability insurance as well as proposals for workers' compensation.
- C. Timeliness of Assessments for January/Auto Debit Options – Delinquency reports need to be sent to Kim each month. Homeowner account statements have not been received from EPI.
- D. Pool Attendants/Rules/Documents – The affidavit that all residents must sign in order to use the pool will be in the newsletter and sent in an email blast.
- E. Mark Cantey & Associates – Pam Stanish reported that Mark Cantey & Associates will quote on the 2022 audit once the reports are received from EPI Management. She will ask for a bundle price for the audit and taxes once the records are received.

Motion by Paulette Wirkus to pay \$375 for Mark Cantey & Associates to prepare and file the 2022 taxes. Seconded by Russ Cascio. Motion unanimously approved.

- F. Attorney – Pam Stanish received two quotes for a new attorney for the Association. The Board will discuss during Executive Session.

VII. ADMINISTRATOR REPORT – presented by Kim Tarman

- A. AquaGuard Proposals – Kim Tarman reported that AquaGuard investigated the problems with the spa and indoor pool pumps. They recommended a complete renovation of the pumps for the spa, indoor pool, outdoor pool/wading pool.

Motion by Jan Bedard to approve repair of the spa pump and acid pump by AquaGuard at a cost of \$2,040. Seconded by Paulette Wirkus. Motion unanimously approved.

AquaGuard asked to use the clubhouse pool to train lifeguards while his current facility is under construction. They offered to give the Association a credit or pay for the use.

- B. Modern Energy – Kim reported that the pool temperature was reset to 2° over the water temperature. Filters were changed in the dehumidification system. The Board directed Kim to lower the temperature by 2°.
- C. Social Committee – Kim Tarman reported that the Social Committee is planning upcoming events. The next meeting is 3/7.

3/30 – Elementary School Pool Party
3/31 – Middle School Pool Party
4/01 – Easter Bunny
7/15 – Summer Party/Car Show

VIII. OLD BUSINESS

There was no Old Business to come before the Board.

IX. NEW BUSINESS

There was no New Business to come before the Board.

X. ADJOURNMENT

The meeting was adjourned to Executive Session at 8:15 pm to discuss legal issues. Executive Session was adjourned at 8:22 pm and the Board returned to open session.

Motion by Paulette Wirkus to accept Erickson Law Office LTD as the Association's collection attorney. Seconded by Paraj Mathur. Motion unanimously approved.

The meeting was adjourned at 8:23 pm.

Respectfully Submitted,



Marge Harmon
Recording Secretary

[Minutes Approved at March 15 BCRA Board Meeting.](#)

BLOOMFIELD CLUB RECREATION ASSOCIATION
BUSINESS SUMMARY
February 15, 2023

- Motion by Jan Bedard to vacate Mike Mazza's position as Board member and Treasurer. Seconded by Paraj Mathur. Motion unanimously approved.
- Motion by Mary Bahr to fill the vacancy for the term until the annual meeting with Paulette Wirkus, former Board member. Seconded by Jan Bedard. Motion unanimously approved.
- Motion by Mary Bahr to approve Paulette Wirkus as Treasurer. Seconded by Jan Bedard. Motion unanimously approved.
- Motion by Jan Bedard to approve the minutes as presented for the meeting on January 18, 2022. Seconded by Paraj Mathur. Paulette Wirkus abstained. Motion approved.
- Motion by Paulette Wirkus to pay \$375 for Mark Cantey & Associates to prepare and file the 2022 taxes. Seconded by Russ Cascio. Motion unanimously approved.
- Motion by Jan Bedard to approve repair of the spa pump and acid pump by Aqua Guard at a cost of \$2,040. Seconded by Paulette Wirkus. Motion unanimously approved.
- Motion by Paulette Wirkus to accept Erickson Law Office LTD as the Association's collection attorney. Seconded by Paraj Mathur. Motion unanimously approved.