

**BLOOMFIELD CLUB RECREATION ASSOCIATION  
MINUTES OF BOARD OF DIRECTORS' MEETING  
Wednesday, April 20, 2022**

A regular meeting of the Board of Directors of the Bloomfield Club Recreation Association was scheduled for 7:00 pm, Wednesday, April 20, 2022 at the Bloomfield Clubhouse, Bloomingdale, Illinois. Jan Bedard presided as Chairperson of the meeting.

Present: Jan Bedard, President  
Mary Bahr, Secretary  
David Smith, Director  
Paraj Mathur, Director

Absent: Russ Cascio, Vice President  
Mike Mazza, Treasurer  
John Schmitz, Director

Representing Management: Steve Elmore, EPI Management

Also present were MarLene McGuire, Administration and Marge Harmon, Recording Secretary.

**I. CALL TO ORDER**

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

**II. HOMEOWNER'S FORUM**

**III. MODIFICATION/APPROVAL OF THE AGENDA**

*Motion by Paraj Mathur to approve the Agenda as amended. Seconded by David Smith. Motion unanimously approved. Social Committee report will be heard before the Treasurer's Report and Executive Session will be added.*

**IV. REVIEW OF MINUTES**

*Motion by Mary Bahr to approve the minutes as presented for the meeting on March 16, 2022. Seconded by David Smith. Motion unanimously approved.*

**V. TREASURER'S REPORT – presented by Steve Elmore**

a. Approval of Treasurer's Report – March 31, 2022

Total Cking & Savings	\$138,303.86	Total Acct Payable	\$ 11,678.82
Accounts Receivable	\$ 488.00	Prepaid Assessments	\$ 11,651.52
Short Term Reserve Inv	\$304,532.30	Total Current Liabilities	\$ 27,426.34
Total Current Assets	\$443,424.16	Total Reserve Fund	\$296,455.22
		Total Liability & Equity	\$443,424.16

a. Approval of Treasurer's Report

*Motion by Jan Bedard to approve the Treasurer's Report for March 31, 2022 as presented. Seconded by Paraj Mathur. Motion unanimously approved.*

- b. Approval of Disbursements.

***Motion by David Smith to approve the Disbursements for March 2022. Seconded by Paraj Mathur. Motion unanimously approved.***

**Social Committee Report** – Maya Huller reported on her idea for a Summer Solstice with residents meeting at 5:00 am and 8:00 pm to celebrate the longest day with food, drinks and music. Discussion was held regarding setting up social media accounts with Facebook and Instagram to advertise the events.

**Food Trucks** – A committee member is researching food trucks for a food truck event and the summer party.

**Card Club** – The activity is set up every Wednesday afternoon but there has been no response yet.

**Easter Bunny Meet & Greet** – Approximately 30 children and their families attended the event with the Easter Bunny. Cookies and drinks were provided. Cost of the event was \$129.

## **VI. MANAGEMENT REPORT – presented by Steve Elmore**

**Pool Tile Replacement/Installation** – Steve Elmore reported that the contractor is installing the tile and work should be complete within 2-3 weeks. Steve will check the contract regarding the responsibility for additional coving.

**Pool Contracts** – Steve Elmore reported that the contracts with Chicagoland Pool for the indoor and outdoor pool are attached to the report.

**Tennis Court** – The nets have been installed. Steve Elmore and Russ Cascio will meet with the engineer and installer for an inspection to determine why the posts are not plumb and look at the cracks around the fence posts.

**Bloomfield Club I Fences** – Steve Elmore will send a letter to Bloomfield Club I with an explanation on who is responsible for the fences and include a map showing the easement.

**Inspection Report** – Steve Elmore reported that the small roof over the atrium was replaced. The center monument wall needs tuckpointing. The letters on the monument wall need to be refinished or replaced. Steve will get designs for the letters for the budget.

## **VII. CLUB DIRECTOR'S REPORT – presented by MarLene McGuire**

- a. **Carpet Cleaning** – MarLene McGuire reported that Mister Natural will clean all of the carpets in the clubhouse with no Scotchgard applied.

***Motion by Jan Bedard to approve carpet cleaning by Mister Natural at a cost of \$681.00. Seconded by Paraj Mathur. Motion unanimously approved.***

- b. **Floor Cleaning** – Mister Natural will clean the tile in the locker rooms, kitchen and upstairs restrooms. The Board directed MarLene to contact the company that installed the vinyl tile to get instructions for cleaning it.

***Motion by Jan Bedard to approve cleaning the tile in the locker rooms, kitchen and upstairs restrooms by Mister Natural at a cost of \$380.00. Seconded by David Smith. Motion unanimously approved.***

- c. **Furniture Cleaning** – Mister Natural will clean the furniture in the clubhouse excluding the library sofas.

*Motion by Jan Bedard to approve cleaning the clubhouse furniture, excluding the two sofas in the library, by Mister Natural at a cost not to exceed \$480. Seconded by Paraj Mathur. Motion unanimously approved.*

- d. **Vent Cleaning** – MarLene reported that she received proposals for cleaning the furnaces, boilers and vents. The Board directed MarLene to get new quotes for cleaning the five furnaces and three boilers only and email the quote to the Board for approval.
- e. **Window Cleaning** – Simply Transparent will clean all windows, chandeliers and mirrors.

*Motion by Paraj Mathur to approve cleaning all windows inside and outside, chandeliers and mirrors by Simply Transparent at a cost not to exceed \$1,830. Seconded by David Smith. Motion unanimously approved.*

**Air Purifiers** – Mary Bahr discussed purchasing air purifiers with HEPA filters for the locker rooms and exercise rooms. Paraj Mathur will research through Consumer Reports.

- f. **Beary Landscaping - Flowers** – MarLene reported that Beary Landscaping has started clean up. Flowers were ordered early due to a seed shortage.

*Motion by Jan Bedard to approve the proposal by Beary Landscaping for 120 flats of annual flowers for the front entrance at a cost of \$2,020.*

- g. **TruGreen Proposals** – MarLene received proposals for three apple scab treatments and grub treatment.

*Motion by Jan Bedard to approve three apple scab treatments by TruGreen at a cost of \$838.02. Seconded by Paraj Mathur. Motion unanimously approved.*

*Motion by Jan Bedard to approve grub treatment by TruGreen at a cost of \$1,239.50. Seconded by Paraj Mathur. Motion unanimously approved.*

- h. **Outdoor Pool** – MarLene reported that Chicagoland Pool has drained and cleaned the outdoor pool. The pool will be filled from the hydrant to avoid paying sewer fees. The pool will open on 5/28/22. Wrist bands will be used. The Board discussed building a platform to raise the lifeguard chair.

## VIII. CLUB EVENTS REPORT

Garage Sale – May 21<sup>st</sup>, 9:00 am – 4:00 pm  
Summer Party – July 16<sup>th</sup> (July 23<sup>rd</sup> Rain Date)  
Holiday Lighting – November 25<sup>th</sup>  
Holiday Party – December 4<sup>th</sup>  
Santa Open House – December 11<sup>th</sup>

## IX. COMMISSION REPORTS

- a. Architectural and Facilities
- b. Finance/Budget
- c. Landscaping – Landscape walk will be held on May 25<sup>th</sup>.

## 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. HOMEOWNER COMMENTS**

There were no homeowner comments.

**XIII. ADJOURNMENT**

*Motion by Jan Bedard to adjourn to Executive Session at 8:50 pm to discuss personnel. Seconded by Paraj Mathur. Motion unanimously approved. No action will be taken after the session.*

*Motion to adjourn Executive Session.*

*Motion by Jan Bedard to adjourn the meeting at 9:00 pm. Seconded by Paraj Mathur. Motion unanimously approved.*

Respectfully Submitted,



Marge Harmon  
Recording Secretary

**BLOOMFIELD CLUB RECREATION ASSOCIATION**  
**BUSINESS SUMMARY**  
**April 2022**

- Motion by Paraj Mathur to approve the Agenda as amended. Seconded by David Smith. Motion unanimously approved. Social Committee report will be heard before the Treasurer's Report and Executive Session will be added.
- Motion by Mary Bahr to approve the minutes as presented for the meeting on March 16, 2022. Seconded by David Smith. Motion unanimously approved.
- Motion by Jan Bedard to approve the Treasurer's Report for March 31, 2022 as presented. Seconded by Paraj Mathur Cascio. Motion unanimously approved.
- Motion by David Smith to approve the Disbursements for March 2022. Seconded by Paraj Mathur. Motion unanimously approved.
- Motion by Jan Bedard to approve carpet cleaning by Mister Natural at a cost of \$681.00. Seconded by Paraj Mathur. Motion unanimously approved.
- Motion by Jan Bedard to approve cleaning the tile in the locker rooms, kitchen and upstairs restrooms by Mister Natural at a cost of \$380.00. Seconded by David Smith. Motion unanimously approved.
- Motion by Jan Bedard to approve cleaning the clubhouse furniture, excluding the two sofas in the library, by Mister Natural at a cost not to exceed \$480. Seconded by Paraj Mathur. Motion unanimously approved.
- Motion by Paraj Mathur to approve cleaning all windows inside and outside, chandeliers and mirrors by Simply Transparent at a cost not to exceed \$1,830. Seconded by David Smith. Motion unanimously approved.
- Motion by Jan Bedard to approve the proposal by Beary Landscaping for 120 flats of annual flowers for the front entrance at a cost of \$2,020.
- Motion by Jan Bedard to approve three apple scab treatments by TruGreen at a cost of \$838.02. Seconded by Paraj Mathur. Motion unanimously approved.
- Motion by Jan Bedard to approve grub treatment by TruGreen at a cost of \$1,239.50. Seconded by Paraj Mathur. Motion unanimously approved.
- Motion by Jan Bedard to adjourn to Executive Session at 8:50 pm to discuss personnel. Seconded by Paraj Mathur. Motion unanimously approved. No action will be taken after the session.
- Motion to adjourn Executive Session.
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