

**Courtyard Condo Association**  
**Special Meeting Minutes**  
**Meeting was held Saturday October 7, 2023**  
**10:30am**  
**Regent Ballroom**

**Board Members Present**

Kate Hewerdine  
Dale Hanson  
David Lin  
Phoebe Mbuvi

**Board Members Absent**

Teresa Morgan

**Others Present**

Amy Rohrer, Bookkeeper  
Dale and Marsha Clark, 102 Essex #10  
Steve Parker and Yetta Wieland, 103 Portsmouth #5  
Dmitry Voznyuk and Charlotte Peloquin, 103 Yorkminster #8

Meeting was brought to order by Kate Hewerdine

Amy Rohrer read 3<sup>rd</sup> quarter meeting minutes from September 9, 2023. Board voted to approve the minutes.

**Dues Increase**

Amy Rohrer, bookkeeper, reviewed financials and budget. Reserve funds were also reviewed and noted that the account will be completely depleted after the 3 remaining roofs are replaced in the Spring 2024.

Currently \$60 of owner quarterly dues is deposited into the reserve account and \$300 of owner quarterly dues is deposited into maintenance account.

Last Dues increase happened in 2016

Currently \$14,400 a year is deposited into the reserve account

Dale discussed a special assessment once a year for reserve rather than increasing dues. David stated that we must have specific reasons behind the special assessment.

Motion by David Lin to increase quarterly dues by \$60 starting 1/1/2024 (from \$360/quarter to \$420/quarter) was approved 3 to 1.

### **Responsibilities of Association vs Owner**

List was read by Dale and approved unanimously by the board.

### **Board Member Position Assignment**

Board voted and approved the following positions of the elected board...

President- Kate Hewerdine

Vice President- Dale Hanson

Secretary- Teresa Morgan

Member- David Lin

Member- Phoebe Mbuvi

### **Bids**

Bids were collected for Trash Service and Snow Removal. In the early Spring bids will be collected for Lawn Care and Insurance. Costs are steadily increasing.

### **Parking**

Parking is limited at the Courtyards Condos. The board is going to gather more information from the Village of Savoy and review rules regarding parking regulations. It was agreed that monitoring abandoned vehicles (not moved for 30 days) and checking for current plates is important. The board all agreed to put this on the agenda for the 4<sup>th</sup> Quarter meeting in December.

### **New Garbage Service**

Contract for new garbage service contractor, Illini Recycling, was signed. Their tote delivery will be 11/27/23 or 11/28/23 with service beginning 12/1/23 (and each Friday following). Need to confirm when Republic will pick up their totes. The garbage tote policy was reviewed: All totes must be stored in the owner garage to avoid \$25 penalty.

### **Snow Removal 2023-2024**

Millikan Masonry contract was signed for the 2023-2024 winter season starting the first measurable snowfall. No salting will be done until directly by a board member.

### **Owner Questions/Concerns**

Dmitry Voznuk asked about his personal Republic recycling. It was confirmed that any owners with Republic Recycling should cancel their service as Illini Recycling will provide recycling now at no additional cost.

Steve Parker wanted to confirm the parking rules for owners. His parking was approved.

Meeting was adjourned