



**Squire's Grove
Management Association
Meeting Minutes
10/7/09 SGMA Meeting
Conference Room Elm Grove Village Hall**

Call to Order: 7:00 PM

In attendance: Rick Ormsby: SGMA President
Scott Wozniak: SGMA Treasurer
Frank Falsetti: SGMA Secretary
Terry Tobin: SGCA President
Kathy Sheeley (SGCA Treasurer)

Marcia Clafford (SGCA) Not in attendance

Establish Quorum: Yes

Public Forum: No public forum this evening.

Begin w/ Discussion of Insurance:

Jim Nortman of Robertson Ryan & Associates attended this meeting to listen to the board and provide quotes for updating our current Insurance policies. Terry recommended Jim because he currently insures the SGCA. It was suggested that by getting quotes from Robertson Ryan there would be some synergies between the Associations policies and perhaps some cost reductions.

The structure of the various Associations, the number of representatives on the boards and the number of residences served were explained. Jim suggested we establish a ***Master Policy*** to insure various Insured parties. Jim will quote the various Policies with different deductible levels so we can select the policy that best suits our budget.

1. Master Policy will include 2 policies for the Pump House.
 - a. ***Property Insurance*** for the Pump House building.
 - b. ***Business Personal Property Insurance*** for the equipment in the Pump House. A separate Ryder to this policy will be added for replacement of equipment with new equipment due to a power outage or power surge.

Scott will contact Municipal Well & Pump and ask them to provide an itemized listing of the equipment and replacement value of each item in the pump house. That listing will be forwarded to Jim so he can get an accurate equipment list and replacement cost for his proposal.

2. Master Policy will include ***Errors and Omissions Insurance*** to cover the names listed on the policy.
A separate Ryder to this policy will be added for coverage of employee dishonesty.
A separate Ryder to this policy will be added for Director's & Officers coverage.

3. Master Policy will include ***Property Liability Insurance*** for the common areas of Squires Grove.

MOTION: to require all contractors and subcontractors of SGMA, SGHA the SGWT to provide current Certificates of Insurance within 30 days of an approved contract to the Treasurer of the respective Association or Trust. The Treasurer will forward copies of the current contractors and subcontractors Certificates of Insurance to our Insurance Agent for their review, approval and safe keeping in their records. The Certificate of Insurance will be updated every year of service to the Association or Trust. Rick

Second: Frank

In favor: All

Opposed: None

Scott will contact Eric's landscaping, Craftmaster and Municipal Well & Pump and get the current policies together.

4. Master Policy will include an ***Umbrella Coverage*** for general liability coverage.

It was agreed that Jim will attend our next meeting on November 10th at 7:30 Pm. **Terry** will invite Jim to attend at that time. We will review his proposals and assess which options we will vote on.

Approval of Last Meeting Minutes Was delayed until the next meeting because Frank sent the 9/2/09 SGMA Meeting notes to Rick for posting on our web site, but did not send them to each board member individually. Frank will send them to everyone on 10/8.

Old Business:

Frank issued a document from the American Water Works Association Research Foundation (AWWARF) that reviews their findings on daily per capita water use of 12 study sites. The Condo Association and Home Owners Association will hold for future consideration by the **Water Conservation Committee**. That Committee is yet to be established. Volunteers for this committee will be sought at the Annual meeting of each Association.

Natural Landscapes walked around the pond with Terry and Scott on 9/3. Kier had a lot of good ideas for the **Pond Land Area Restoration** including a way to salvage the existing plants around the pond that are OK. The previous proposal quoted the removal of all plantings, then starting over by planting all new vegetation.

However the follow-up from Natural Plantings has been poor. Terry has called and Kier has not responded. It is a small one man show and his lack of response is of concern to the board. We agreed to hold on any action with a second quote until the spring.

Eric's Landscaping was not available to attend tonight's meeting as planned. **Scott** will call Eric and have him come to our November 10th meeting at 7:00 Pm. The Board will review his past bill with him and look to approve his 2010 proposal. Terry raised questions about the Cul du Sac charges and other common area work we are being charged.

Rick was quoted a price of \$2400 on a second quote from **Brookfield Tree Service** for the removal of the unsightly tree on the North end of the pond. The Shiely family agreed to pay for ½ of the amount to remove the tree. Buckley Tree Service previously quoted \$3,000 for this work. The really good news is that the Brookfield Tree Service quote includes the cutting and removal of two trees not just the big unsightly tree!

MOTION: To accept and contract with the Brookfield Tree Service Quote. Rick
Second: Scott
In favor: All
Opposed: None
Rick will get a copy of Brookfield Tree Services Insurance coverage for Scott's records.

New Business:

Mike Ford of **Craftmaster** is no longer with the firm. Mike was our go to guy and had good insight on the Associations aspirations for the pond. Craftmaster is evaluating its continued business in Pond Maintenance Services. We hold a contract with them for now but it is possible Craftmaster may subcontract future services to Reinders. Scott will watch for any changes and report to the board in spring. It is our hope that Mike Ford will resurface in another firm and contact Scott directly.

2010 Budget Discussion

Next Meeting on Tuesday 10/10/09 6:30-9:30 Pm Park View Room: Goal: At 6:30 Pm to meet the 28 subscribers of the Squires Grove Water Trust from Elm Grove Parkway Condo's , Pilgrim Cove Condo's and the Verdant residences. **Rick will extend an invitation to those individuals.** At 7:00 Pm Eric is invited **by Scott** to meet with the Board to review his previous invoice and answer questions of his 2010 proposal. At 7:30 Jim Nortman will be invited **by Terry** to present his Insurance Quote.

Homeowners Annual Meeting on Thursday 10/12/09 6:30- 8:30 Pm Community

Room: Goal: To meet and update all Homeowners on 2009 and upcoming 2010 topics. **Rick will extend the invitation to all homeowners. MUST BE OUT 30 DAYS BEFORE THE MEETING.**

Frank has faxed RSVP forms to the Village seeking the use of the Meeting Rooms in the Village Hall for both meetings. The Village will confirm the rooms are available.
Reserved by Frank Falsetti on 10/08/09.

Adjourn