

# Steeple Run Community Council Board Meeting

August 8, 2024

Meeting Called to Order at 7:30 p.m. by Michael Klecka, President.

Present: B. Cleary, L. Gutoski, B. Haberstich, S. Janecek, M. Klecka, B. Klein, M. Ladas, E. Lukacsik, T. Michalek, T. Moore, C. Sehy

Also Present: A. Garcia, Clubhouse Manager; Courtney Moore, Lauterbach & Amen, LLP; Carrie Haberstich, Resident

Absent: None

## Approve Minutes of August 8, 2024 Board Meeting

Motion: L. Gutoski moved to approve the minutes. Motion seconded. Voice vote, motion passed.

## Presentation of SRCC 2023 Audit by Courtney Moore of Lauterbach & Amen, LLP

Courtney Moore provided an overview of the 2023 audit, which has a clean opinion. She answered questions and thanked L. Gutoski for her support during the audit process.

Resident Comments: Carrie Haberstich gave an update on the August 11<sup>th</sup> aquatic activity day she is organizing for residents.

## Reports

- Clubhouse Report – Presented  
Treasurer’s Report – Presented; *L. Gutoski will give the annual financial presentation to the Steeple Run community on August 22. Board members are strongly encouraged to attend.*
- Legal Report – None
- Event Committee Report – Presented as part of Clubhouse Report
- Grounds Committee Report – Presented
- Building Committee Report – Presented
- Pool Operations Committee Report – Presented
- Pool Replacement Committee Report - Presented
- Communications Committee Report – Presented
- Strategic Planning Committee Report – None
- Landscaping Committee Report – Presented; *the committee will issue a call for volunteers to assist with new plantings for the front entrances to the subdivision.*

## Unfinished Business

- **Window Resealing**  
The Building Committee has only received one bid for resealing the windows in the clubhouse function rooms. The committee has requested an additional bid but hasn’t received it yet. Scrubco submitted a bid of \$240 for cleaning the windows prior to the resealing. The committee will solicit bids for cleaning the blinds before they’re rehung.

- **Flooring**  
The committee will review the two bids that were received for replacing the flooring in the carpeted function room as soon as possible.
- **Vacuum Cleaner**  
Per A. Garcia, the clubhouse vacuum cleaner required a deep cleaning and parts replacement.
- **Tree Removal**  
**Motion:** S. Janecek made a motion to accept the bid of \$1,875 from T & M for removal of the lightning struck tree in Section C and to submit an insurance claim to cover part of the removal cost. Motion seconded. Voice vote, motion passed.

### New Business

- **Audit**  
**Motion:** C. Sehy made a motion to accept the 2023 SRCC audit as presented by Lauterbach & Amen, LLP. Motion seconded. Voice vote, motion passed.
- **Pool Replacement Loan**  
L. Gutoski summarized the terms of the pool replacement loans offered by Providence Bank & Trust and Wintrust.  
  
**Motion:** L. Gutoski made a motion to take from the table the motion she made at the July board meeting to accept the loan from Providence Bank & Trust. Motion seconded. Voice vote, motion passed.  
  
**Motion:** S. Janecek made a motion to take out a \$1,000,000 pool replacement loan from Providence Bank & Trust, with the loan not to exceed 63% of the stated \$1,600,000 replacement cost, and with the availability of an additional \$50,000, if needed for contingencies, as outlined in the Providence Bank & Trust loan terms document dated June 5, 2024. M. Ladis seconded. Voice vote, motion passed.  
  
**Motion:** M. Klecka motioned to have the loan documents reviewed by an attorney with expertise in construction loans prior to the signing of the loan documents. Motion seconded. Voice vote, motion passed.
- **Elections**  
All four board members with terms expiring in 2024 have submitted letters of intent to run for re-election. A letter of interest was also submitted by a fifth Steeple Run resident. That letter was submitted by email and the resident was informed that SRCC policy requires it to be submitted in person to the Clubhouse Manager. Letters are due by Friday, August 9, but because the clubhouse is closed on Fridays, the Board determined that they can be accepted on the next business day, Saturday, August 10, between 9 am and noon.

M. Klecka noted that a formal election will take place if more than four letters of intent are received for the four vacant positions. This is an administrative function that follows established policy and procedures and doesn't require Board approval.

### **Adjournment**

**Motion:** L. Gutoski moved to adjourn the meeting at 9:45 pm. Motion seconded. Voice vote, motion passed. The next SRCC Board Meeting will be Thursday, September 12 at 7:30 p.m.

*Recorded by Colleen Sehy, Secretary*

### **Summary of Actions Taken at the August 8, 2024 Board Meeting**

- Accepted the 2023 SRCC audit completed by Lauterbach & Amen, LLP.
- Approved a \$1,875 bid from T & M for removal of a tree that was struck by lightning, and approved submission of an insurance claim to cover part of the removal cost.
- Approved taking out a \$1,000,000 pool replacement loan from Providence Bank & Trust.
- Approved a motion to have the loan documents reviewed by an attorney with expertise in construction loans prior to the signing of the documents.