



Northwest

Property Management

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**THE TIMBERS CLUB CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
St. Charles Township Offices
Monday, October 20, 2025, at 7:00 P.M.**

AGENDA

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. HAIL CLAIM UPDATE**
- IV. APPROVAL OF MINUTES**
- V. FINANCIAL/MANAGEMENT REPORTS (Page 1-26)**
 - a. Inspection Report/Violation Letters) (Page 27-51)**
- VI. OLD BUSINESS**
 - a. Landscape Update/Landscape Committee**
 - b. Review of Upcoming Projects**
 - c. Other**
- VII. NEW BUSINESS**
 - a. EMT Construction Gutter Cleaning Proposal (Page 52)**
 - b. Assurant Fire 242-248 Benham Court Proposal (Page 53)**
 - c. Assurant Annual Fire Alarm Inspection for 17 Buildings (Page 56-58)**
 - d. Compliment from 225 Auburn Court (Page 59)**
 - e. Attorney Opinion Regarding Benham Court Asphalt/City of St. Charles (Page 60)**
 - f. Adoption of 2026 Proposed Budget (Page 62)**
 - g. Other**
- VIII. OPEN MEETING TO HOMEOWNERS**
- IX. EXECUTIVE SESSION / RULES ADJUDICATION**
- X. NEXT SCHEDULED MEETING**
 - Monday, November 17, 2025/Annual Meeting**
- XI. ADJOURNMENT**

THE TIMBERS CLUB CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING

St. Charles Township Offices

September 15, 2025

I. CALL TO ORDER

The meeting was called to order at 7:00 pm.

Those present were:

Mr. Tom Bosko	President
Ms. Michelle Fey	Treasurer
Mr. Steven Charles	Director
Mr. Steve Bielunski	Director
Mr. Andy Subject	Director
Ms. Debra Rankin	Director
Mr. Brian Schumacher	Managing Agent

II. APPROVAL OF AGENDA

Tom B- Make first motion. Debra R. 2nd, All approved, Motion carried.

III. HAIL CLAIM UPDATE:

Brian reviewed the current update on the Hail Claim. The consultant from Travelers will be looking at siding on the buildings that had partial damage.

Andy S. asked if we had the total square footage of siding on all 17 Buildings. Also, Andy would like to know what grade of siding they will be offering. May need to be upgraded?

IV. APPROVAL OF THE MINUTES:

Andy S. made 1st motion to approve the minutes from the August meeting. Steven C, 2nd . All approved. Motion carried.

V. FINANCIAL / MANAGEMENT REPORTS

Brian presented the Financials for September, 2025.

Michelle F. made 1st motion to approve the current financials. Steven C. 2nd. All approved. Motion carried.

VI. OLD BUSINESS

a. Landscape Update/Committee

Michelle F. reviewed the outcome of the Landscape meeting on Thursday, September 11. Seven homeowners participated in the meeting (4 board members and 3 residents). At the Landscape meeting, Michelle shared that the purpose and goals were discussed, short and long term. Members at the meeting shared some future ideas. Our next step is to:

- Walk around the property to determine what each building needs in plants, and what buildings can provide plants.
- We will inform homeowners of our plans around their building.
- We will, hopefully, start transplanting plants by the end of October and resume next spring.
- We will also be asking homeowners to use their water to maintain the property. Those homeowners will be reimbursed for water usage. (To be determined).
- All outside areas, including flower beds, but excluding bottom decks and patios, is considered “ Common Area” and managed by the Association.
Landscape Committee Walk around is scheduled for Tuesday, September, 23rd @10:00am. All should meet in front of Building 6.

VII. NEW BUSINESS

- a. NJG- Aeration/Overseeding Proposal:
Andy suggested that this be done every other year. To be done this fall. Tom B. made 1st motion to approve. Deb R. -2nd. All approved. Motion carried.
- b. NJG- Building 3-7 Wooded Area Clearance Proposal-
Discussed when this would occur to fit in budget. This will be done in Jan/Feb and come out of 2026 budget.
Michelle F. made 1st motion to approve. Steven C. 2nd- All approved. Motion carried.
- c. NJG- Building 5 Tree Ring Reduction Proposal-
Discussed that this needs to be done, but it can be put off until Spring 2026. Tom B. made 1st motion to Table this until next year. Deb R. 2nd. All approved. Motion carried.
All approved. Motion carried.
- d. Midwest Seatcoating - Benham Court Asphalt Replacement Proposal-
Deb made suggestion to have this quoted out to see what it might cost to have this ready for the city if needed. Did not pursue.
- e. NW Property Management Portal Proposal-
Discussion to continue using the Portal. Makes duties for Board members easier, more streamlined, and all can see. Homeowners can also use the portal as well. Steve B. did express that the work orders on the portal are difficult to understand. Brian agreed to look into this. The association will pay \$50 per month for this service.
Steve B. made 1st motion to approve. Michelle F. 2nd. 5 Board members approved. Board member (Andy S.) did not approve. Motion carried

Discussion about Click-pay regarding the \$3.50 charge for each transaction. Brian did say we could pay directly to NW Management by check, or you can pay directly through your bank. Brian will ask the office to send instructions for this. It should also be posted for homeowners.

- f. Boy Scout Wreaths for Christmas:
Wreaths will be 20 in in diameter and cost \$21 each. We will need 2 wreaths for each building, with a total cost of \$714.
Andy made 1st motion to approve. Steve B. 2nd. All approved. Motion carried.

VIII. OPEN TO HOMEOWNERS- 2 Homeowners present. One spoke

- a. Deb Rankin- When Abl was painting above deck, paint splattered on her patio. Brian will contact Abel regarding this.
- b. Milan S. from 215 Millington Way- Homeowner upset because the roof leaked again last rainstorm. Brian did reply that Abel did repair the leak. He was also upset that he was not informed when workers were coming to make repairs. Brian told the homeowner that he will make contact with Abel or another repairman asap and get back to him. The homeowner also brought a quote for bathroom repairs to be done after the roof leak is fixed.
- c. Katherine from 222 Benham (member of Landscape Committee) removed some dead trees next to her deck. She would like to plant new bushes. The board asked her to fill out a request form for payment for bushes. Michelle F. offered to help her with the paperwork.

IV. EXECUTIVE SESSION / RULES ADJUDICATION:

- a. Discussion of 2026 Budget. The budget was approved for 2026.

NEXT SCHEDULED MEETING,
October 20, 2025 @ 7 PM

ADJOURNMENT

The meeting was adjourned at 8:45 pm

Minutes taken by Michelle Fey, Board Treasurer

Respectfully Submitted:
Gina A. Denando, Board Secretary

THE TIMBERS CLUB CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
St. Charles Township Offices
October 20th, 2025, 7:00pm

1. CALL TO ORDER

The meeting was called to order at
Those present were:

Mr. Tom Bosko	President
Mrs. Michelle Fey Sash	Treasurer
Ms. Gina Denando	Secretary
Mr. Brian Schumacher	Managing Agent
Mr. Steven Charles	Director
Mrs. Deborah Rankin	Director

2. APPROVAL OF AGENDA

- a. First made by Michelle. Second motion made by Tom Bosko. Motion approved by all.

3. APPROVAL OF THE MINUTES

- a. First made by Gina Denando. Second made by Michelle. Motion approved by all.

4. FINANCIAL / MANAGEMENT REPORTS

- a. Total Assets: \$170,755.14
- b. Total Reserve: \$461,076.78
- c. There are multiple CD's that expire in November 2025 and will need to be assessed for new CD assignment.
- d. First by Steve B. Second by Deb R. Motion approved by all.

5. MAINTENANCE REPORT

- a. Hail Claim Updates from Dave Lockhart, IOC Construction
- b. (10) Buildings are confirmed as a siding match for partial replacements. IOC will be reviewing physical samples and then advise if the siding is a true match
- c. Once confirmed, IOC will report back with complete recap of recommendations to the (10) partial siding replacements with recommendations for full siding
- d. (7) buildings have been confirmed that they do not have a complete siding match. No confirmation from ITEL on complete replacement.
- e. Next Steps – Need to review physical samples of the siding for immediate assessment of (7) buildings that require complete siding. Contingent on approval of ITEL report.
- f. Next Steps – Roof selections will need to be made once go-forward plan is clear for on building count of partial & complete siding replacements.
- g. Next Steps – Need final clarity on approved insurance claim for all above decisions and construction to be cleared for start.
- h. Next Steps – Final Swatch Selection on all approved construction for the entire neighborhood.

6. BUSINESS MEETING

- a. Request for (9) interior lobby repairs + (9) complete repainting. Requested that Brian provide (2) separate quotes so that we can utilize the \$4800 2025 interior budget and see if both projects can be completed. We will prioritize repairs first.
- b. Landscape Committee Update: Michelle provided a comprehensive recap of the landscaping updates made by the committee.
 - i. 2026 Objectives: Reduction of Tree Rings prior to mulching, Removal of unnecessary bushes + tree rings & mulch install after all removals & reductions are complete.

7. NEW BUSINESS

- a. EMT Construction Quote for \$2,990.00 Gutter Cleaning. First to approve by Gina Denando and second by Steve Bieuliski. Motion unanimously approved.
- b. Assurant Fire Protection:
 - i. Request for Brian to pull the 2024 Annual Inspection and identify the \$648 charge for 242-248 Benham repair.
 - ii. Motion to table the Assurant Fire Protection until November. 1st by Michelle. 2nd by Deb Rankin.
- c. Benham Court Asphalt Inquiry to City of St Charles:
 - i. Third Party legal advised that The Board should reach out via letter to the Public Works Division.
 - ii. Request for City to at least seal the patch after (2) different repairs within the past (6) month period due to city main water breaks.
- d. 2026 Budget Review:
 - i. First motion made by Michelle to approve. Second motion made by Tom Bosko to approve. 2026 Budget was unanimously approved and will go into effect 1-1-2026.

8. OPEN TO HOMEOWNER

- a. Frank Imhoff: Request for driveway patch once sidewalk is replaced on building 10 once sidewalk phase 3 is complete next year. 212 Benham Court, Building 10.
- b. Carloyn Parks: 226 Benham Court. Request for driveway repair once sidewalk is complete. Building lobby is also requested to be reviewed for interior lobby repair.
- c. Linda Schrock: Building 13 Lobby Re-Paint Request.
- d. Overall request from homeowners for new interior lobby house numbers. Board to review accordingly.

9. EXECUTIVE SESSION / RULES ADJUDICATION:

- a. Plans to further meeting at 11/17 Meeting.

10. NEXT SCHEDULED MEETING

- a. November 17th 2025 at 7pm.

11. ADJOURNMENT

The meeting was adjourned at 8:24pm.

Respectfully Submitted:

Gina A. Denando, Board Secretary