

Museum Park Lofts -1 Condominium Association
BOARD OF DIRECTORS MEETING MINUTES
www.125east.com
March 15, 2006

Present: Adam Kelly, Guy Kershner, Dan Dobbins, Lou Berthiaume and Anne Huston

I. Call to Order - Adam opened the meeting at 7:33 pm

II. Old Business : (see attachment #1)

A. Garage Door

- 1) Anne: the garage door timing has been reduced to approximately 4 seconds and Milton has constructed a guard around the door closure sensor to protect it from further damage.
- 2) Anne: Mr. Barrett, unit owner of 905 and parking space 1 had mentioned that their parking space collected an excess amount of standing water after Milton power washes the garage. Mr. Barrett requested that the Board consider installing a floor drain to correct the situation.
 1. Dan: Stated that installing a floor drain at this time would not be possible.
 2. Adam: Recommended that Milton communicate when he plans on power washing the garage with Mr. Barrett. This will offer him the opportunity to move his car and give Milton access to the area to make sure the floor is clear from free standing water.

B. Hill Mechanical

- 1) Anne: Received a letter from George at Hill Mechanical (attachment #2) describing the problem that they have encountered with repairing the combustion motors. To date both combustion motors have been repaired and are operational.
- 2) Anne: The electricians have installed the new thermostat and Hill Mechanical will be back tomorrow to install the weather proof enclosure and complete the installation.

C. Painting

- 1) Anne: All 4 garage levels were repainted on March 4, 2006. Diana and Anne are researching the costs to install a decorative bumper on the garage levels.
- 2) Anne: The exercise room walls were repainted as well as the handicap hallway. Diana will come back several times during the year to touch up the walls as specified in her bid.
- 3) Anne: On March 30, 2006 Diana will install a sample of the faux finished for the Board's approval.

D. Window Treatments

- 1) Anne: The solar shades for the exercise room will be installed tomorrow (March 16th, 2006).
- 2) Adam: Confirmed that the shades will cover the entire room
- 3) Anne: Verified

III. Approval of the Minutes

- A. Guy: Correct, Section V for the treasurer's report it states that the Association credit application with Exelon has been approved. This is not the case and it is still pending approval.
- B. Adam: will fax over to Lou all of his recommended changes.
- C. Motion was made to approve the February 15, 2006 minutes as amended by GK and seconded by DD. Motion passed 3-0 (see attachment #3)

IV. Management Report: (by Anne Huston, L&N Property Manager, see attachment #4)

A. Trash Chute / Compactor Repairs

- 1) Trash Chute
 1. Anne: per fire code the trash chute requires a fire door. (cost \$885)
 2. Adam: question is this damage could have been caused when the compactor was originally not secured to the floor.
 3. Anne: was not sure as to what caused the damage.

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4. Lou: questioned if the fusible link and fire door was ever installed.
 5. Anne: did not know either way.
 - 2) Compactor Shroud
 1. Anne: Milton had requested that we have a shroud fabricated to prevent debris from exiting the compactor when it is deposited in the trash chute. This debris fly from the compactor and could potentially harm anyone in the room (cost \$553).
 - 3) Trash Chute – Latches/Cylinders
 1. Anne: received a quote to repair the defective latched, doors, and cylinder for the trash chute doors on the 9th, 11th, 14th, 15th floors (cost \$447.30).
 2. Adam: questioned why it was so expensive to replace a simple latch and if we know what caused them to fail.
 3. Anne: stated that the contractor told her that the latch were defective.
 4. Susan: stated that the trash chute door on the 15th floor does not close properly and there is also a hole in the wall above the door.
 5. Dan: The hole is there to provide access to the trash chute cleaning system, which he does not believe we are currently using.
 6. Anne: will verify the proper operation of the system as well if Milton is using it or not.
 - 4) Preventative Maintenance for Compactor
 1. Anne: Wilkinson Hi-Rise, LLC recommended that we provide yearly maintenance on the compactor (cost \$550).
 - 5) Anne: requested to know how she should proceed with correcting the code violations.
 - 6) Guy: Anne should check to see if the fusible link was ever installed. If not Carl should pay to correct this issue.
 - 7) Lou: stated that the Board should provide these repairs and charge back Carl for any portion that he is responsible for.
 - 8) Adam: we will forward our concerns to Carl and vote on the other proposed repairs in New Business.
- B. Floor Maintenance
- 1) Anne: has submitted her bids for the floor cleaning, including the lobby, elevators and carpets for review by the Selection Committee.
 - 2) Anne: in her professional opinion Mr. Charles Barkley of Selrok was the most knowledgeable of all the people she had spoke with.
 - 3) Adam: all of the bids will be forwarded to the Selection Committee for review.
- C. Kitchen Drain Lines
- 1) Anne: Milton is concerned about the cleaning of the kitchen drains lines. It is his recommendation that they be cleaned as soon as possible.
 - 2) Anne: will work with Dan to review the proposals and decide on a contractor.

V. Treasurer's Report

- A. Bulk Gas Contract
- 1) Guy: is still watching the gas prices for the best time to sign a contract. Right now the natural gas prices are still falling.
- B. 2006 Budget
- 1) Adam: questioned Guy if he has received any call from unit owner concerning the 2006 budget that was passed last month.
 - 2) Guy: he has not received any calls since the budget passed but did receive several before it was passed.
 - 3) Adam: open the meeting up to the floor on questions concerning the 2006 budget
 1. female attendee: questioned if the final budget was distributed to the unit owners

2. Adam: explained that the condo association laws requires the distribution of the budget 30 day prior to the board voting on the budget and 30 days prior to it adoption. This was a lengthy process that can take 60 days for original budget distribution to it final adoption.
- 4) Guy: has received no question concerning the special assessment to cover January and February Association fees.
- 5) Adam: had received several email from unit owner regarding this topic.

VI. Committee Reports:

A. Communications

- 1) Adam: Anne Botts and Adam are currently working on the spring addition of the News Letter.

B. Selection – No Report

C. Safety and Security

- 1) Mel Thilens: the committee has submitted a letter of recommendations to the Board (attachment #5) along with a proposed letter to the Alderman (attachment #6) and a proposed letter to the unit owners (attachment #7) concerning safety within our building and community.
- 2) Mel: the Safety and Security Committee has been attending the monthly CAPS meeting for the neighborhood. At these meeting they emphasizing that we live in an urban community and if we, as residents, see anything unusual that we need to report it to the police. The police need reports to track the crime within the area to help prevent it from happening.
- 3) Adam: most of the crimes that he is aware of are purse snatchings and pick pockets.
- 4) Lou: we all need to remember that we live in a developing neighborhood that is still evolving.
- 5) Adam: does not have the marked up copies of the letters and in an effort to move forward with these recommendations the Board can vote by email.
- 6) Adam: thanked the Safety and Security Committee for all their hard work and efforts.
- 7) Mel: noticed that several doors do not close properly. He recommended that Milton check the door regularly and adjust as necessary.
 1. Anne: has spoken to Milton concerning this issue.

D. Exercise/Fitness Room – No Report

E. Finance – No Report

F. Social – No Report

- 1) Adam: will be hosting 8 golfers at Olympia Fields this spring. He would also like to see a cookout this spring.

G. Wine and Garden – No Report

VII. New Business

A. Front Entrance

- 1) Paul Rades: requested that we address the mud on the concrete entrance to the building. When it rains the dirt and mud from the planting beds splashes onto the sidewalk.
- 2) Anne: will have Milton take care of this issue.

B. Planters

- 1) Lou: requested that the Wine and Garden Committee have these new planters install for spring.
- 2) Adam: request Anne to follow up with Russ to see if this is possible.

C. Dog Walk

- 1) Adam: stated that the Board would like to see this done as soon as possible

D. Garage

- 1) Adam: has been contacted by unit owners that they are still experiencing damage to their vehicle in the garage when Milton power washes the garage. According to our attorney, the Board is not responsible to pay for repairing damage caused by water leaking for the floor above. This is an outstanding issue with TEC and is being addressed with them.
- E. Reimbursement of Expenses
- 1) Susan: is still waiting for a reimbursement check for the plumbing fees that were incurred to install a shut off valve outside her unit for the exterior plumbing. She received a check for ½ the value on the invoice and is still waiting for the balance. (\$500)
 - 2) Anne: Does not remember the detail but will look into this.
- F. Bulk Cable Agreement
- 1) Lou: is looking into the costs associated with a bulk television and internet agreement with Onshore and Comcast.
- G. Air Conditioner Maintenance
- 1) Susan: has the Board looked into offering a bulk A/C maintenance program for the unit owners?
 - 2) Lou: recommended that the board set up an independent program where a vendor will come out for one visit to provide maintenance for all unit owners that request it. Payment should be provided by individual unit owners.
- H. Trash Chute Repairs
- 1) Motion is made by GK to approve the repairs to fix the defective discharge door on the trash chute pending the outcome on tomorrows meeting with Carl of TEC, seconded by LB. Motion passed 3-0. (cost \$885.00)
- I. Compactor and Trash Chute Doors Repairs and Maintenance
- 1) Motion is made by LB to approve the installation of a shroud to connect the discharge door with the compactor, repair the latches and cylinders on floors 9, 11, 14, and 15, and provide annual oil and filter change, seconded by GK. Motion passed 3-0. (cost \$1,550.30)
- J. Floor Cleaning Services
- 1) Adam: item is tabled to the Selection Committee for review.
- K. Building Directory
- 1) Mel: recommend that the Board establish a building directory. We can offer each unit owner the opportunity to opt out of being included but baring a response we should include everyone in the directory.
 - 2) Adam: tabled the issue to the Social Committee.
- L. Unit Owner Concerns
- 1) Paul Rades:
 1. Paul: thanked the Board for fixing the trash chute on the 5th floor as well as adjusting the timing on the garage door
 2. Paul: 3 open item he would like the Board to address
 - a. Paul: item 1 is the temperature of the hot water. In his unit the hot water temperature is 132°F. (Attachment #8)
 - i. Dan: Chicago building code only requires that the water temperature be no higher than 140 °F.
 - ii. Paul: According to the plumbers that he has spoken with the water temperature should be between 110 °F -120 °F. Any temperature above that can cause injury to the pipes and small children.
 - iii. Lou: The problem that we are running into here is that the water temperature is different on each floor. As the water circulates within the building it cools off. So the water can be hot on the 5th floor and clod on the 15th.

- iv. Paul: will provide plumbing standards to support his claims
 - b. Paul: item 2, there has been an excessive amount of pet hair on the 5th floor in front of the elevator. He believes a unit owner is brushing their dog while waiting for the elevator. It appears to be coming from unit 514.
 - i. Anne: has seen the problem and Milton and Jason vacuum the floor every day. She will speak with the resident in unit 514 concerning this issue.
 - c. Paul: item 3, there are still many spots that need to be painted on the 5th floor hallway.
 - i. Adam: Anne addressed this earlier in the meeting and she will walk the building with the paint and address all missed spots.
 - d. Paul: has the Board considered purchasing an additional cart for each garage level?
 - i. Adam: If Paul would provide the Board with pricing and we will consider the request.
- 3. Kevin Joyce
 - a. Kevin: recommended that the Board install mats on all the garage level to reduce the amount of dirt that is tracked into the hallways.
 - b. Kevin: recommended the installation of a chair rail to prevent on going damage to the walls in all the garage levels.
- 4. Susan
 - a. Susan: suggested that the board require condo insurance for all unit owners.
 - b. Adam: table this item to next months meeting.

VIII. Next Meeting – April 19, 2006 at 7:30 PM.

IX. Adjournment – March 15, 2006 at 8:50 PM.

Submitted by: Lou Berthiaume
Board Secretary

4/19/06