

MUSEUM PARK LOFTS CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
125 East 13th Street

BOARD MEETING REVIEW – WEDNESDAY, MARCH 23, 2011

MEMBERS PRESENT

Lisa Caradonna, Treasurer
Lynda Massa, Director
Harry O'Halloran, President
Beth Hamstra, Secretary
Annika Weckerle, Vice President

MANAGEMENT REPRESENTATIVES

Chuck Patterson, Property Manager
Jessica Peterson, Property Supervisor

The March 23th BOARD OF DIRECTORS (henceforth referred to as “the Board”) meeting of the 2011 session of the MUSEUM PARK LOFTS CONDOMINIUM ASSOCIATION 125 EAST 13TH STREET (henceforth referred to as “the Lofts Association”) began at 7:00 P.M. The Board PRESIDENT of the Lofts Association (henceforth referred to as “President”), **Harry O'Halloran**, asked BOARD OF DIRECTOR MEMBERS (henceforth referred to as “Directors”) to refer to the agenda, and asked that it be amended.

ACTION ITEM #1: APPROVE MINUTES

Director **Lynda Massa** moved that the minutes from the January 27th, 2011 meeting be approved. Director **Beth Hamstra** seconded. The motion passed without dissent.

PRESIDENT'S REPORT

President **Harry O'Halloran** informed building residents that the Board had concluded that it would not be advantageous for 125 East to enter into a bulk TV/internet agreement with Comcast, and that this topic was thus closed.

TREASURER'S REPORT

President **Harry O'Halloran** ceded the floor to Director **Lisa Caradonna**, Board Treasurer, for the Financial Report.

MANAGEMENT REPORT

President O'Halloran ceded the floor to **Chuck Patterson** for the Lofts Association management report.

ACTION ITEM #2: APPROVE FAÇADE PROPOSAL

The Board was advised of a bid by KGH to prepare bid documents and obtain bids for required balcony repairs for a cost not-to-exceed \$4,100.

Director **Beth Hamstra** moved to approve the KGH bid. Director **Annika Weckerle** seconded. The motion was approved without dissent.

ACTION ITEM #3: APPROVE EVERMGENCY GENERATOR PREVENTATIVE MAINTENANCE PROPOSAL

The Board discussed the approval of an emergency generator preventative maintenance proposals and bid comparisons from Metro Power, Inland Power and Lionhart.

Director **Annika Weckerle** moved that the building enter into an Emergency Generator Preventative Maintenance contract with Lionhart for a cost of \$885. Director **Beth Hamstra** seconded. The motion was approved without dissent.

ACTION ITEM #4: APPROVE PANEL MONITORING PROPOSAL

The Board discussed the approval of the security panel monitoring proposals.

President **Harry O'Halloran** moved to approve a Security Panel Monitoring Proposal contract with Simplex for the amount of \$1,755. Director **Lisa Caradonna** seconded. The motion was approved without dissent.

ACTION ITEM #5: APPROVE WINDOW CLEANING PROPOSAL

The Board discussed the approval of the window cleaning proposals. Management had received bids form ABM, ClaCe and A1.

President **Harry O'Halloran** moved to approve a Window Cleaning contract with A1 for a cost of \$2,600. Director **Lynda Massa** seconded. The motion was approved without dissent.

ACTION ITEM #6: APPROVE CARPET CLEANING PROPOSAL

The Board discussed the approval of the carpet cleaning proposals. Management had received bids from Amazing, Ability and Beeper Carpet Cleaning.

Director **Annika Weckerle** moved to approve a Carpet Cleaning contract with Amazing for a cost of \$1,880. Director **Beth Hamstra** seconded. The motion was approved without dissent.

ACTION ITEM #7: APPROVE LANDSCAPING PROPOSAL

The Board discussed the approval of a landscaping maintenance proposal with Rob Ebl.

Director **Beth Hamstra** moved to approve a landscaping maintenance proposal with Rob Ebl for a cost of \$3,840. Director **Lynda Massa** seconded. The motion was approved without dissent.

ACTION ITEM #8: APPROVE BICYCLE RACKS PROPOSAL

The Board discussed the approval to purchase and install bicycle racks.

Director **Lynda Massa** moved to approve the purchase and installation of bicycle racks. Director **Beth Hamstra** seconded. The motion was approved with Directors **Lisa Caradonna** and **Annika Weckerle** dissenting. The motion was discussed further and a revised motion was made by Director Lisa Caradonna to table the motion pending further research. Director Annika Weckerly seconded. The motion was approved without dissent.

ACTION ITEM #9: FENCE REPAIR PROPOSAL

The Board discussed the approval of proposals to repair the landscaping fence, which had been damaged by skateboarders and by a vehicle. The Board agreed to table the issue for now while alternative ways of repairing and painting the fence were looked into.

ACTION ITEM #10: BAD DEBT WRITE-OFF

The Board discussed the approval to write-off bad debt from delinquency assessments. .

Director **Annika Weckerle** moved to approve the bad debt write-off in the amount of \$25,123.83. Director **Beth Hamstra** seconded. The motion was approved without dissent.

ACTION ITEM #11: RATIFY INSURANCE CONTRACT

Director **Annika Weckerle** moved to ratify the email vote to approve an insurance policy with Mesirow for a cost of \$38,148. Director **Beth Hamstra** seconded. The motion was approved without dissent.

ACTION ITEM #12: RATIFY ELEVATOR CONTRACT

Director **Annika Weckerle** moved to ratify the email vote to approve the revised Mitsubishi Elevator contract for a cost of \$17,400 per year. Director **Beth Hamstra** seconded. The motion was approved without dissent.

ACTION ITEM #13: RATIFY HVAC CONTRACT

Director **Lynda Massa** moved to ratify the email vote to approve the Murphy and Miller HVAC preventative maintenance contract for a cost of \$4,832 per year. Director **Annika Weckerle** seconded. The motion was approved without dissent.

ACTION ITEM #14: RATIFY DVR PURCHASE

Director **Annika Weckerle** moved to ratify the email vote to approve the purchase and installation of a DVR from Titan Security for a cost of \$2,228. Director **Beth Hamstra** seconded. The motion was approved without dissent.

ACTION ITEM #15: CLOSE SPECIAL ASSESSMENT RESERVE ACCOUNT

Director **Annika Weckerle** moved to ratify the email vote to close the Special Assessment Account and transfer funds to the Replacement Reserve Account, as well as approve for Management to combine the funds due to/from Special Assessment to Replacement Reserves. Director **Beth Hamstra** seconded. The motion was approved without dissent.

ACTION ITEM #16: SPRING PLANTER PROPOSAL

Director **Beth Hamstra** moved to ratify a proposal by Heather Ebl to do the spring planting in the building's two planters for a cost of \$1,265. Director **Lynda Massa** seconded. The motion was approved without dissent.

ACTION ITEM #17: PURCHASE CARTS FOR GARAGE LOBBIES

The Board reviewed two proposals for the purchase of additional garage lobby carts. The Board agreed to table this issue until additional proposals were seen, as the initial cost of ~\$150/cart was seen as too expensive.

ACTION ITEM #18: REFUSE REBATE RESOLUTION

Director **Lynda Massa** moved to ratify a resolution to request Management to file the 2010 annual refuse rebate on behalf of the Association. Director **Annika Weckerle** seconded. The motion was approved without dissent.

ACTION ITEM #19: DUMPSTER PURCHASE PROPOSAL

The Board discussed the need for a new dumpster to replace the one that is damaged. The Board agreed to revisit this topic once additional dumpster replacement quotes had been procured by Management.

ACTION ITEM #20: SKATEBOARD DETERRENT PROPOSALS

The Board reviewed several proposals for the installation of skateboard deterrents for our landscaping. The Board agreed to revisit this topic once more quotes had been procured.

President **Harry O'Halloran** moved that the meeting be closed at 8:05 pm.
Director **Annika Weckerle** seconded. The motion was approved without dissent.