

**MUSEUM PARK LOFTS CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING  
125 East 13<sup>th</sup> Street**

**BOARD MEETING REVIEW – WEDNESDAY, JULY 20, 2011**

**MEMBERS PRESENT**

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

**MANAGEMENT REPRESENTATIVES**

Cherie Murphy-Schmidt, Property Manager  
Jessica Peterson, Property Supervisor

The July 20<sup>th</sup> BOARD OF DIRECTORS (henceforth referred to as “the Board”) meeting of the 2011 session of the MUSEUM PARK LOFTS CONDOMINIUM ASSOCIATION 125 EAST 13<sup>TH</sup> STREET (henceforth referred to as “the Lofts Association”) began at 7:02 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 **Harry O’Halloran** moved that the minutes from the May 18<sup>th</sup>, 2011 meeting be approved. Director **Lynda Massa** seconded. The motion passed without dissent.

**PRESIDENT’S REPORT**

President **Harry O’Halloran** welcomed the new property manager, Cherie Murphy-Schmidt, in his report.

**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 **Cherie Murphy-Schmidt** for the Lofts Association management report.

#### **ACTION ITEM #2: METAL REFINISHING PROPOSALS**

The Board agreed to table this item until next year.

#### **ACTION ITEM #3: GARAGE POWER WASHING**

The Board resolved to approve a power washing contract with Phase 2 for \$2,150.

Director **Lynda Massa** moved to approve. Director **Beth Aversa** seconded. The motion was approved without dissent.

#### **ACTION ITEM #4: FITNESS CENTER PREVENTATIVE MAINTENANCE**

The Board discussed fitness center preventative maintenance bids. The building has previously not undertaken this kind of maintenance, but feels that by doing maintenance on existing equipment, that equipment's useful life will be extended.

The Board resolved to approve a fitness center preventative maintenance contract with the Fitness Connection for \$430.

Director **Beth Aversa** moved to approve. Director **Annika Weckerle** seconded. The motion was approved without dissent.

#### **ACTION ITEM #5: TRASH COMPACTOR PREVENTATIVE MAINTENANCE**

The Board resolved to approve the trash compactor preventative maintenance contract with Kohlman Chutes in the amount of \$550.

Director **Beth Aversa** moved to approve. Director **Annika Weckerle** seconded. The motion was approved without dissent.

#### **ACTION ITEM #6: CARPET CLEANING EXTRACTOR PURCHASE**

The Board discussed purchasing a carpet cleaning extractor to help better remove pet accidents from common area carpet before stains set.

The Board resolved to approve the purchase of a carpet cleaning extractor from the Jon-Don for a total amount of \$1,086 and two portable air mover fans for a cost not to exceed \$400.

Director **Lynda Massa** moved to approve. Director **Annika Weckerle** seconded. The motion was approved without dissent.

### **ACTION ITEM #7: ANNUAL PIPE RODDING**

The Board resolved to approve an annual pipe rodding contract with All City for a total amount of \$1,600.

Director **Lynda Massa** moved to approve. Director **Beth Aversa** seconded. The motion was approved without dissent.

### **ACTION ITEM #8: CLEANING OF CATCH BASINS**

The Board resolved to approve a contract with All City to clean the building's catch basins for a total amount of \$750.

Director **Lynda Massa** moved to approve. Director **Beth Aversa** seconded. The motion was approved without dissent.

### **ACTION ITEM #9: POWER WASHER PURCHASE**

The Board approved the purchase of a new DeWalt 3000 psi power washer for \$599.

Director **Beth Aversa** moved to approve. Director **Harry O'Halloran** seconded. The motion was approved without dissent.

### **ACTION ITEM #10: HVAC REPAIRS**

The Board approved a contract for HVAC maintenance repairs with Murphy Miller for \$1,370.

Director **Lynda Massa** moved to approve. Director **Lisa Caradonna** seconded. The motion was approved without dissent.

### **ACTION ITEM #11: BICYCLE RACK PROPOSAL**

The Board agreed to table this topic until review of the 2012 Budget.

### **ACTION ITEM #12: APPROVE FAÇADE PROPOSAL**

Management will be setting up interviews with the three lowest bidders for the north elevation work to be completed this fall. A homeowner requested to attend the interviews. Management will then make a formal recommendation to the Board. This project will be funded using capital reserves.

### **MEETING ADJOURNMENT**

President **Harry O'Halloran** moved that the meeting be closed at 7:35 pm. Director **Annika Weckerle** seconded. The motion was approved without dissent.