

BOARD OF DIRECTORS MEETING  
2500 LAKEVIEW ASSOCIATION  
Chicago, Illinois  
MINUTES  
10/19/05

Of a regular Board of Directors Meeting held on Wednesday, October 19, 2005 at 6:30 p.m. in the Hospitality Room. Present were Board Members: Cheryl Tama Oblander, James Gatz, Darlene Chansky, Sanford Klein, Erik Gould, and Marlene Golembo. Representing Management was Ron Heilbrunn of Wolin-Levin, Inc. and Eileen Tardy, Property Manager

**CALL TO ORDER**

There being a quorum of Board Members present, Cheryl Tama Oblander, President, called the meeting to order at 7:00 p.m.

**INVESTMENTS**

Dave Jandak, Wolin-Levin, Inc. Controller, was present to discuss the Wolin-Levin, Inc. investment program and how the Association could benefit from it. The money market offered by the program would yield higher rates than the current money market held by the Association. Money could be easily transferred from the operating account to the MMF and back again if needed.

**OPEN FORUM**

The Communications Committee formed by unit owners at the annual meeting, submitted a proposed forum for regular meetings. Although the Board did not have time to properly review the suggestions due to the late submission, they felt overall it presented worthwhile suggestions and would consider it later in the meeting.

Unit owners present commented on the success of the recent spider removal efforts, cable problems and the hope that the Board would consider alternatives to RCN, a suggestion for a Spring garage sale, and investigation into whether the antenna service could be restored so if cable service fails in the future, a building wide switch could be made to an antenna to receive the regular stations.

Management will look into any issues which would prevent the building from holding a Spring garage sale. Ms. Rich would be willing to Chair a Committee for the sale.

Management will look into restoring antenna service with the capability of switching from cable to regular antenna service should the need arise.

**ELECTION OF OFFICERS**

A motion made by Erik Gould, and seconded by Cheryl Tama Oblander, to elect a total slate of officers failed, and the motion was amended by Marlene Golembo, and seconded by James Gatz to present a motion for each individual office; the amended motion was passed unanimously.

Upon a motion duly made by Erik Gould, seconded by Sanford Klein, and carried by a vote of 4 Yes, and 2 No (Marlene Golembo, James Gatz), it was,

**Resolved:** To Nominate and elect Cheryl Tama Oblander as President

**Resolved:** To Nominate and elect Sandy Klein and Vice President/Secretary;

**Resolved:** To nominate and elect Darlene Chansky as Treasurer.

**MINUTES**

Upon a motion duly made by Sanford Klein, seconded by Cheryl Tama Oblander, and carried by unanimous vote, it was,

**Resolved:** To dispense with the reading of the September 20, 2005, meeting minutes and approve them as written.

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### **FINANCIAL REPORT**

Mr. Gatz, Treasurer, reported on the September 2005 Financial Statement. As of September 30, 2005 there was \$(13,567) in the Operating account, \$315,117.41 in the Bank One Money Market Account, \$100,758.34 in a 3 month CD at LaSalle Bank, \$100,420.43 in a 6 month CD at the Fifth Third Bank, and \$100,529.04 in a 12 month CD at Corrus Bank for total funds available of \$603,258.22. His full report is attached.

### **MANAGEMENT REPORT**

A management report prepared by Eileen Tardy, Building Manager, and distributed to the Board prior to the meeting was reviewed.

#### **Carpet Cleaning**

It was reported that the carpet cleaning on the 25th floor did not turn out well. Management will have this remedied.

#### **Elevator Buttons**

Concern was expressed regarding the elevator buttons. There are times when all the buttons in one car light up when pushing only one. Management will follow up on this issue with the elevator maintenance company.

#### **Rentals**

The Board discussed the number of rentals in the building and will research ways to get a handle on what is a good percentage level of renters to not jeopardize the association status with lenders.

### **OLD BUSINESS**

#### **Security Committee**

The Security Committee continues to review bids for security cameras. Suggestions from doormen were forwarded to the Committee to help in their research.

#### **Rules Committee**

The Rules Committee continues to work on revising and updating the building rules & regulations.

#### **Window Leak Charts**

The window leak survey chart is 95% complete. Management continues to work with owners to make sure each unit owner has submitted a form indicating leakage or no leakage. Once complete the building architect and engineers will be given an updated copy.

#### **Window Mock Up Project**

The window mock up project is underway. Windows in 1605 and 1705 were removed and the openings boarded up. Concrete repairs will soon be finished. It is hoped that installation of the new windows can take place the week of October 24<sup>th</sup>. Both unit owners highly commended the workmen for their courteous, and efficient service while in their units.

#### **2006 Budget – Association and Garage**

An email will be circulated by Cheryl Tama Oblander to all Board members so they can indicate whether or not they would be available on November 1, 2, 3, or 9 for a Budget Meeting. Management will also attend the meeting. The G.O. Parking budget for 2006 will also be discussed at that time. Management will put together a proposal for the Association to self manage the garage as part of the budget process.

### **Parking Issue**

Upon a motion duly made by James Gatz, seconded by Cheryl Tama Oblander, and carried by unanimous vote, it was,

**Resolved:** That the "Nanny" day parker be notified that the Board of Directors and management was unaware of the situation whereby they were allowed to park under a "Nanny" rate of \$39 per month and respectfully notify them that effective November 1, 2005, they must pay the regular guest parking rates if they wish to continue parking in the garage.

### **Life Safety Evaluation**

James Gatz was appointed as Chair of the Life Safety Evaluation Committee and will work with Management and Schirmer Engineering to complete and submit the Life Safety Evaluation in a timely manner as required by the City.

### **Garage Audit**

Upon a motion duly made by Cheryl Tama Oblander, seconded by Sanford Klein, and carried by a vote of 5 yes, and 1 oppose (James Gatz who did not have time to review it), it was,

**Resolved:** To execute the management letter submitted by Schneider Cupuro for the garage audit, and approve it for distribution to the owners.

### **Bikes**

A bike room clean out took place earlier this month. Several bikes did not have tags and were unclaimed. A list of unclaimed bikes was posted and owners notified to contact management or the building engineer if one of the bikes on the list was theirs. The Board agreed that any unclaimed bike could be given to employees wanting them, and the remaining given to charity.

### **NEW BUSINESS**

#### **Cable Letter**

A letter from a unit owner regarding cable was reviewed. Mr. Gould, Cable Committee Chairperson, will work with this owner in securing the best possible cable package for the building when the current contract expires in June of 2006.

#### **Hallway Painting Issues**

Upon a motion duly made by Cheryl Tama Oblander, seconded by Sanford Klein, and carried by unanimous vote, it was:

**Resolved:** To approve the request of a unit owner on the 31<sup>st</sup> floor to paint the south hallway wall on that floor the same color as the accent wall on the north wall at the expense of that owner and upon written approval of the other owners on that floor; this request should not be considered a blanket approval for other floors to follow suit, but a one time approval; other requests would be considered on an individual basis.

#### **Construction Unit 1002**

Upon a motion duly made by Sanford Klein, seconded by Cheryl Tama Oblander, and carried by unanimous vote, it was,

**Resolved:** To approve the construction plans of unit 1002 as submitted.

### **Holiday Lights**

Upon a motion duly made by Cheryl Tama Oblander, seconded by Sanford Klein and carried by unanimous vote, it was,

Resolved: To approve the proposal of Kinsella Landscaping to provide holiday lights to the Lakeview side of the building, including the tall tree at the corner of St. James Place and Lakeview at a cost not to exceed \$4,000.

### **Holiday Party**

The annual Holiday Party was scheduled for December 11, 2005 from 6:00 p.m. – 8:00 p.m. Darlene Chansky will Chair the planning committee.

### **Rental Unit 1304.**

Approval of the rental of unit 1304 was deferred until the size of the dogs can be established.

### **Money Market Account**

Before the Association takes advantage of the Wolin-Levin, Inc. investment programs, Darlene Chansky, Treasurer, will look into other investment possibilities.

### **New Owners**

It was suggested that a welcome packet be put together for new owners. The content of this packet will be discussed at a future meeting.

### **Facilities Tour**

The building engineer will be asked to give a facilities and equipment tour to the Board of Directors, date and time to be announced.

### **Staff Holiday Bonuses**

Upon a motion duly made by James Gatz, seconded by Sanford Klein, and carried by unanimous vote, it was,

Resolved: To approve the staff bonus list as amended.

### **Adjournment**

There being no further business, the meeting was adjourned at the call of the Chair at 9:00 p.m.

## TREASURER'S REPORT FOR PERIOD ENDING SEPTEMBER 30, 2005

The Financial Report issued by Wolin-Levin, Inc. for the period ending September 30, 2005, indicates that the 2500 Lakeview Association had (\$13,567.00) in the operating account, \$315,117.41 in a Bank One Business Savings account, \$100,758.34 in a 3 month Certificate of Deposit (CD) at LaSalle National, \$100,420.43 in a 6 month CD at Fifth Third Bank and \$100,529.04 in a 12 month CD at Corus Bank N.A. Thus, total funds available to the Association were \$603,258.22 as of September 30, 2005. Note that the 3 month CD at LaSalle National is presently being reinvested in a 6 month CD. Also, Management has been requested to invest an additional \$100,000 in a 12 month CD at Countrywide Bank.

The following comments were noted concerning the Financial Report for the period ending September 30, 2005:

Total Income - Positive variance of \$11,527.91, or 1.14%. This positive variance is mainly due to Assessments being greater than budgeted and receipt of the Scavenger Rebate, which is no longer included in the budget due to the irregular payment history of the Chicago. Note that the Wolin-Levin, Inc. report continues to incorrectly show that Total Income has a negative variance.

Total Administrative - Positive variance of \$6182.19, or 6.01%, mainly due to expenditures for Legal and Promotion and Goodwill being lower than budgeted.

Total Building Services - Positive variance of \$38,713.46, or 7.28%, mainly due to expenditures for Electricity, Doorman, Engineer, Bonus & Gifts, Payroll Taxes, Elevator Contract, Insurance, Workers Comp Insurance, Uninsured Casualty, Unemployment Taxes, and Scavenger being lower than budgeted.

Total Repairs and Maintenance - Negative variance of \$75,476.30, or 108.21%, due to negative variances in Electric Repairs, Plumbing, Miscellaneous Repairs, Elevator Repairs, Carpet Cleaning, Supplies, HVAC, Sewer and Drains, Doors, Smoke Check Unit and Garage. Management should review the expenditures for Total Repairs and Maintenance so that the 2006 budget for this Category can be properly established.

Total Operating Expenses - Negative variance of \$30,580.65, or 4.34%, due to the negative variance in Total Repairs and Maintenance.

Total Income of \$1,019,332.91 exceeded Total Operating Expenses of \$734,551.65 by \$284,781.26. This amount was available to offset Capital Expenditures with the remainder, if any, available for transfer to Reserves.

Total Capital Expenditures - Excluding transfers to and from the Reserve Account, the Total Capital Expenditures of \$88,643.87 were below the budgeted amount of \$132,280 by \$43,636.13. This is mainly due to expenditures for Compactor Maintenance and Repair, Air Conditioning, Capital - Pool Repair, Pipe Replacement, Window Maintenance, Capital - Fire Safety, Capital - Clubhouse, and Capital - Equipment being lower than budgeted. Note that most of these positive variances are not accurate because of the manner in which Management determines the Year to Date budget for Capital Expenditures.

Total Reserve Fund Contributions - Year to date reserve fund contributions are \$229,781.25, which is basically the amount budgeted to be contributed through September 2005. Subtracting Total Operating Expenses, Total Capital Expenses and Total Reserve Fund Contributions from Total Income results in \$33,643.86 in excess expenditures. This excess in expenditures basically results in the contribution to the Reserve Fund being \$33,643.86 less than reported.

Submitted by James G. Gate, Treasurer, 2500 Lakeview Association