

BOARD OF DIRECTORS MEETING  
2500 LAKEVIEW ASSOCIATION  
Chicago, Illinois

MINUTES  
8/17/05

Of a regular Board of Directors Meeting held on Wednesday, August 17, 2005, at 7:00 p.m. in the Hospitality Room. Present were Board Members: Cheryl Tama Oblander, President; Gregory Angelopoulos, Vice President; James Gatz, Treasurer; Darlene Chansky, Secretary; Erik Gould, Director; and Sanford Klein, Director. Representing Management was Ron Heilbrunn, Property Supervisor, and Eileen Tardy of Wolin-Levin, Inc. Property Manager.

**CALL TO ORDER**

There being a quorum of Board Members present, the meeting was called to order by Cheryl Tama Oblander, Board President, at 7:10 p.m.

**OWNERS COMMENTS**

Owners present commented on repairs to rust spots on the pool, discoloration of evacuation signage on the 22<sup>nd</sup> and 24<sup>th</sup> floors, the absence of fire doors on various stairwells, the value of a newsletter recently distributed to owners and how owners could respond to issues forwarded in the newsletter, and encouraging more committee involvement in building matters.

The Board informed the owners that double fire doors in the stairwells were not required in all cases and omitted by the developer when the building was built.

**MINUTES**

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

**Resolved:** To approve the minutes of the 7/20/05 meeting as amended.

**TREASURER'S REPORT**

Mr. Gatz, Treasurer reported on the July 2005 Financial statement noting that as of July 31, 2005 there was \$(26,560) in the Wolin-Levin, Inc. operating account, \$262,872.20 in the Bank One Money Market account, \$100,169.36 in a 3 month CD at LaSalle Bank, \$100,146.23 in a 6 month CD at Fifth 3<sup>rd</sup> Bank, and \$100,198.38 in a 12 month CD at Corus bank for a total of \$563,386.18 in reserves. Thus a total of \$536,826.18 funds is available. As instructed by the Board, management will reflect the interest on the CD's in the monthly Budget vs. Actual report.

**MANAGEMENT REPORT**

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

The status of current construction will be added to the current construction list. One owner was asked to provide complete information on the status of his construction including the contractor names.

**OLD BUSINESS**

**Security Committee**

The Security Committee met and continues to explore building needs in regard to security and cameras. The Committee forwarded a list of recommended camera equipment and placement; management will seek bids based on this list.

**Rules Committee**

The Rules Committee met and is moving forward with updating the building rules.

### **Window Leak Survey**

An updated window leak survey was reviewed by the board. It was noted that all owners had not responded. Management continues to contact those who have not yet responded.

### **Scaffold**

A bid to provide a canopy for the loading dock during the window mock up work was reviewed. As it was felt the bid of Burglund was too high, Management will get more bids so a decision can be made at the next meeting.

### **Schirmer - Life Safety Evaluation**

Several areas of the draft Life Safety Evaluation report as prepared by Schirmer Engineering were reviewed. Since the time of the preparation of the report, some of the items were completed; this needs to be reflected in the report. Mr. Angelopoulos will discuss various aspects of the report with Schirmer and report back to the board.

Management will prepare a form regarding smoke alarms within units as required by City Code. Owners will be required to return the form signed stating they have the required number of alarms installed in their units in the required spaces. Owners will be informed that if the form is not returned by a specific date, staff will enter their units to investigate; there will be a \$15 charge to inspect and, if the smoke detectors are not present, staff will install them on a time and materials basis.

### **Pool & Evacuation Signage**

Management will follow-up on an owners inquiry into the proper care of the pool rust and the discoloration of evacuation signs.

### **Lease Approval 1502**

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

**Resolved:** To approve the lease of unit 1502.

### **Cart Bumpers**

Management will look into the cost of installing rubber bumpers on the carts; if the cost is within budget it will be done as soon as possible. Funding for bumper guards on the steel railing near the wall in parking spaces will be provided in the next budget.

### **2006 Proposed Budget**

A draft 2006 budget was distributed to the Board; management will revise the budget to show two additional columns with 3% and 5% increases in assessments.

### **Parking Rates**

A decision on possible raising parking fees was deferred until the garage audit is completed. G.O. will be reminded to stay on top of past dues.

### **Construction Unit 303**

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

**Resolved:** To approve the construction plans of unit 303 pending submission of the certificate of insurance and appropriate documents.

### **Garage Audit**

Management will contact Schneider Cupuro to determine when the garage audit will be complete.

## **NEW BUSINESS**

### **Spider Removal**

**Resolved:** To accept the proposal of Corporate Cleaning to remove spiders from the building while washing windows at a cost not to exceed \$1,500. The effects of the removal will be monitored to see if this service has merit.

### **Self-Parking Waiting List**

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

**Resolved:** That as self-parking spaces come available, they should be first offered to those on the "waiting list for parkers wishing to change spaces" in order of their signing up; should the first person pass on the space it should be offered to the next person and so on; if a person wishes to pass, he/she would remain on the list in the original order of signing-up; once the "waiting list for those wishing to change self park spaces has been exhausted, the remaining open spaces would then be offered to those on the "waiting list for self parking spaces" in order of their signing up.

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

**Resolved:** To amend the above resolution to make it a temporary rule subject to change through decisions by the Rules Committee.

Management will talk to G.O. Parking regarding self parking spaces and reporting when they are available.

### **Late Assessment Accounts**

The Association Attorney will be asked what, if anything, can be done about chronic late payments.

### **Adjournment**

There being no further business, the meeting was adjourned at the call of the Chair at 9:50 p.m.

## TREASURER'S REPORT FOR PERIOD ENDING JULY 31, 2005

The Financial Report issued by Wolin-Levin, Inc. for the period ending July 31, 2005, indicates that the 2500 Lakeview Association had (\$26,560) in the operating account, \$262,872.20 in a Bank One Business Savings account, \$100,169.36 in a 3 month Certificate of Deposit (CD) at LaSalle National, \$100,146.23 in a 6 month CD at Fifth Third Bank and \$100,198.39 in a 12 month CD at Corus Bank N.A. Thus, total funds available to the Association were \$536,826.18 as of July 31, 2005

The following comments were noted concerning the Financial Report for the period ending July 31, 2005:

Total Income - Positive variance of \$10,404.25, or 1.33%. This positive variance is mainly due to Assessments and Parking Income 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 \$4404.86, or 5.51%, mainly due to expenditures for Legal and Promotion and Goodwill being lower than budgeted.

Total Building Services - Positive variance of \$27,671.91, or 6.63%, mainly due to expenditures for Electricity, Doorman, Engineer, Bonus & Gifts, Payroll Taxes, Insurance, Workers Comp Insurance, Unemployment Taxes, and Scavenger being lower than budgeted.

Total Repairs and Maintenance - Negative variance of \$64,938.05, or 119.64%, due to negative variances in Electric Repairs, Plumbing, Carpet Cleaning, Supplies, Key Expense, HVAC, Sewer and Drains, Doors, Smoke Check Unit and Garage. Management should monitor expenditures for Total Repairs and Maintenance so that this Account is within budget for 2005.

Total Operating Expenses - Negative variance of \$32,861.28, or 5.96%, due to the negative variance in Total Repairs and Maintenance.

Total Income of \$794,259.25 exceeded Total Operating Expenses of \$584,476.28 by \$209,782.97. 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 \$77,701.29 were below the budgeted amount of \$102,900 by \$25,198.71. This is mainly due to expenditures for Compactor Maintenance and Repair, 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 \$178,718.75, which is basically the amount budgeted to be contributed through July 2005. Subtracting Total Operating Expenses, Total Capital Expenses and Total Reserve Fund Contributions from Total Income results in \$46,637.07 in excess expenditures. This excess in expenditures basically results in the contribution to the Reserve Fund being \$46,637.07 less than reported.

Finally, Management presented a sample financial statement for review. While this sample has not been reviewed in detail, I noted that the statement does not present any variances. The statement should be revised to present variances in dollars and as a percent of the amount budgeted for each category.

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