

Board of Directors' Minutes – August 14, 2017

Call to Order

The regular meeting was called to order at 7:00 pm by Lauren Carmichael-Ward, President of the Board of Directors (BOD).

Roll Call

A roll call of BOD members was called by President, Lauren Carmichael-Ward. Present were Janice Cepulionis, Secretary; Joan Brankin, Treasurer; Eileen Keating, Director; Erin Lynch, Director; and Barb Fentem, representative of the managing agent.

Minutes

The minutes of the May 8, 2017 BOD Meeting were read aloud by Janice. Joan made a motion to accept the minutes as corrected and Eileen seconded the motion.

Financial Report

Joan presented the Financial Report as of August 14, 2017, showing total assets of \$122,913.48, with liabilities of \$3,452.75, reserves of \$82,155.81, and equity as \$37,304.92.

Joan advised the amount of our reserves has gone down due to higher than expected expenses for landscaping, garage door repair in building 7722, electrical repairs of \$1,695.00, garbage room doors being fitted with self-closing devices needed for fire prevention purposes - \$1,155.14, and Hill fire inspection - \$5,879.80. Janice made a motion to approve the financial report, and Lauren seconded the motion. The report was accepted as read.

We next discussed the items we have accomplished since our previous meeting (Old Business), projects in progress, and our wish list for items for the future (New Business).

Old Business

1. Balcony painting was completed.
2. Landscaping cost us \$8900.00. Nogas planted flowers, added mulch, built up the beds around the trees, tacked down or replaced plastic trim.
3. Fire Inspection - \$5800.00. Chutes, garbage doors and exit signs were checked. One fire extinguisher needed to be replaced (bldg. 7716). As of Jan 1, 2018 new tags will be required yearly rather than every 3 years.

4. Fire Alarms were tested, as was the fire sprinkler system.
5. Building 7716 had their garbage dumpster replaced due to terrible odor since this building is different from the other three and does not have a cleaning system for the chute and dumpster.
6. The garage door in building 7722 was repaired due to a cracked spring (\$1,155.14).

We are in the process of replacing garage door handles with commercial rather than residential grade units. This has been done in building 7710 already when the handle became non-functional. It was decided to go with the silver tone handles rather than gold in order to save money.

We have a proposal for \$150 per door to treat and paint the trim around the garage doors. We will also ask for a proposal to paint the trim around the elevator doors.

Painting around the garbage shoot doors was mentioned and will be put on the Wish List.

New Business

The following upcoming expenditures (Wish List) were discussed.

1. Elevator Frames: Eileen found new frames for the inspection certificates at a cost of \$16.50 per frame. The cost is \$50-\$60 to install each one. Item on hold.
2. New call boxes: When we have extra money, building 7716 (the winner of our previous drawing) will receive a new call box.
3. Door Mats: Put on hold.
4. Garage Floors Power Washed: We have a new estimate of \$650 per building to power wash the garages. We need a vendor who is licensed and bonded in case of damage, which did happen when the washing was done by our own people. Work supplies and photo albums were damaged when the cages were not properly covered.
5. Retrofitting light fixtures in garages since the 8 ft. bulbs will soon be obsolete.
6. Driveway resurfacing and repairs – the old company (recommended by Rose Shrank) did a poor job and even though we have hounded them for satisfaction, their attempts to fix the parking lot have failed. The warranty has run out with this company. One owner has advised her son's car actually got stuck in one of the ruts and had to be lifted out.
7. Carpet in the common areas is 11 years old and has been cleaned only once during that time. It is stained, does not look good and needs to be replaced.
8. Property Tax Appeal can only be done as a consolidated group, not individually. Joan will contact an attorney and a mailing will be sent to all owners notifying them of the cost to apply for this appeal.
9. Erin said she would recheck the cost of having the air conditioning and heating units inspected.

10. Landscaping has improved greatly, but we're not there yet. Bushes in front of air conditioning units still need to be cut down further. Also, some trees still need to be trimmed so as not to touch the screened balconies.
11. Aspen is coming on Friday, Sept. 1st to put metal cages on the vents of Pam Romanowski's unit. She advised if anyone else wanted this work done on the same day to contact Aspen and make an appointment. An e-mail will be sent and a notice put on the bulletin boards.
12. Election of a new Board will be held at our next meeting in November. Anyone interested in running for office, please submit a Candidate Information Form available this evening.
13. If someone wants to report a by-law infraction, please don't call Barb Fentem, send her an e-mail. Your report must be in writing.
14. If anyone sees a suspicious vehicle in the parking lot, please report this by calling the non-emergency police number (708-532-9111).

Adjournment

There being no further business of the Board of Directors, Janice motioned to adjourn the meeting and Erin seconded. The meeting adjourned at 8:10 p.m. Our next meeting will be on Nov. 13, 2017 at 7:00 p.m.

Open Discussion

Harvey Cepulionis discussed the damage to his car's antenna due to the garage door coming down on it. He is not satisfied with HSR's handling of the situation. Three other residents said they also had this happen. Harvey was told to submit a claim to the Board for consideration.

An unsigned note was put on owner's doors asking them to make sure they attended tonight's meeting. This was not done by the Board. If anyone has anything they would like to say at a meeting, please do so. That is the purpose of the open discussion time after the meeting has been adjourned.