

Board of Directors' Minutes – May 9, 2016

Call to Order

The regular meeting was called to order at 7:04 pm by Joan Brankin, President of the Board of Directors (BOD).

Roll Call

A roll call of BOD members was called by Joan Brankin. Present were Janice Cepulionis, Secretary; Erin Lynch, Treasurer; and Harry Young, Maintenance Coordinator. Lauren Carmichael-Ward was absent. Barb Fentem was present as representative of the managing agent.

Minutes

The minutes of the Feb. 8, 2016 meeting were read aloud by Janice. Harry made a motion to approve the minutes. Erin seconded the motion. All BOD members voted in favor.

Financial Report

Erin presented the Financial Report as of May 9, 2016, showing total assets of \$82,449.86 and total equity as \$25,098.91. Janice made a motion to approve the financial report, and Harry seconded the motion. The report was accepted as read.

Old Business

- Barb Fentem advised she has been trying for 7 months to collect \$5,530.00 from several owners who are behind in their assessments. If payment is not received by May 16, 2016, the accounts will be turned over to a lawyer.
- Joan advised the pit ladder work cost \$9200.00, and the Village of Tinley Park charged us \$1,100.00 for permits, which we did not expect.
- Everyone is happy with the recent carpet cleaning which cost \$1160.00 for all four buildings.
- The dryer vent cleaning went very well and only 3 owners out of 64 were not available and will have to rescheduled or provide proof that the cleaning was done privately.
- Erin checked into cleaning up the names in our re-entry system. The cost is ~~\$90.00~~ to add, change or delete a name. To do a clean sweep and clear out old names and verify

current names would be \$1,200.00. The cost of a new system would be \$5,700.00. These costs are the owners' responsibility, not the association's. Erin will check with another company and see what their prices would be. Harry also mentioned that the garage door codes should be changed for safety purposes.

New Business

- The roofers recently replaced missing shingles (some missing down to the tar paper), caulked and nailed. The roofers advised they worked on a time and material basis and the most they would charge would be \$2500.00. As it turned out building 7710 cost \$600.00, and the remaining three cost \$1,000.00 for a total of \$1,600.00.
- Aeration and reseeding – only the island facing 7710 was done, not our entire property as expected. Dave Stanfield of Suburban Landscaping came out to talk to Joan and checked out the work. He said they will return to complete the job correctly.
- Two copper pieces were added to the lawn sprinkler mechanism and some sprinkler heads were replaced, which cost us about \$500.00 more than the normal turn-on fee.
- The Board has contacted Pavement Systems because the seal coating in the parking lot is unsatisfactory. It seems we did not receive a good double coat of sealant. This issue still needs to be resolved and the Board is working on it.
- Harry reported on our Landscape Beautification project. Six yards of soil are being delivered on Friday, May 13th, and while there are a few volunteers to help spread the soil, any and all help would be appreciated. On Saturday, the 14th, more volunteers will be needed to plant several perennials and about 800 seeds.
- Our proposed summer parking lot party was discussed and Eileen Keating and Denise Bartolotta have volunteered to coordinate this event, which will most likely be in July or August. This will probably be a catered event with a set fee for all participants. Details will be available after Denise and Eileen have had time to discuss the party.
- Harry Young was thanked for the great work he did tiling the elevators.
- Protocol procedure was discussed for owners needing 9-1-1 help. There is a Knox Box in each lobby with a key for emergency crews to use to enter the building. Eileen Keating also distributed Premise Alert Forms for those who need them to alert the Village of Tinley Park of people who need special assistance.
- Denise Bartolotta advised she heard water noises in the elevator in building 7710. This will be checked.
- Com Ed will be installing Smart Meters in all of our buildings. Barb Fentem will schedule a date for the installation. Meter readers have a key to the cages, but we don't know if the meter installers will have a key.
- Erin checked with Anderson Construction regarding painting the balcony railings. They would charge about \$13,400 for all units or \$210.00 per unit. This would include

scraping, sanding; primer and final coat, with a 3 year warranty. Seven owners said they would be interested in having the work done.

- Connie Andracek mentioned getting new frames for the elevator inspection certificates.
- Corrie asked what could be done about the owners above her who have 2 barking dogs. The dogs also sometimes use the balcony as their toilet and when the owner washes the balcony the dirty water drips down onto Corrie's screened balcony. These people also have a noisy bidet. Barb Fentem said she would send a nuisance letter to people.
- This last problem brought up the issue of 2 dogs in a unit and also an oversized dog in another unit. At present these dogs are grandfathered in and are allowed to remain. However, once these dogs pass away, the owners will have to abide by the one dog weighing 15 lbs. or less rule.
- A move in/move out fee will be voted on at the August meeting after the proper 30-day notice has been provided to owners.

Open Discussion

- Katie Cox mentioned birds in her dryer vent. A lift is needed to remove the nest and put on a cover guard. The procedure would cost \$500 and would be the individual owner's expense.
- A mother owl is raising two owlets on a third floor balcony of building 7728.
- Joan advised owners to have their air conditioning units cleaned, which would cost about \$89.00. This is a personal expense, not the association's. The landscapers will be asked to trim the bushes in front of the A.C. units so the air can better circulate in the tight area. A new unit could cost about \$1,000.00, so it pays to maintain it with a yearly cleaning.

Adjournment

There being no further business of the BOD, Katie Cox made a motion to adjourn the meeting and Donna Balta seconded. The meeting adjourned at 8:20 p.m.