

Minutes of Wells Street Tower Condominium Association Board Meeting

August 31, 2004

AS AMENDED ON SEPTEMBER 15, 2004

Call to order by Jim Canham at 6:30 p.m. Roll call: President Jim Canham, 1st Vice President, Joe English, 2nd Vice President Nancy Nelson, Treasurer Hedy Hall, and Secretary Bill Whiting.

APPROVAL OF MINUTES: Hedy Hall made a motion for approval of the July 21, 2004 minutes, Bill Whiting seconded the motion, and roll call vote for approval was unanimous.

FINANCE COMMITTEE REPORT: Hedy Hall reported on a meeting held August 24, 2004. Hedy asked for volunteers for her committee since there are many issues to deal with.

OPERATIONS COMMITTEE REPORT: Nancy Nelson reported on a meeting held on August 9, 2004. Committee recommended and Nancy made the following motions, which were both seconded by Hedy Hall and approved unanimously by roll call vote.

- That the House Committee determines: Category and Classification of Wells Street Tower under Chapter 13-78 of the Chicago Municipal Code, "High-Rise Buildings/Emergency Procedures;" whether an Emergency Preparedness or any other plan is required, and if so, prepare required plan; whether building plans have been or are required to be submitted to Chicago Fire Department ("CFD"), Schedule Safety Drill with CFD as soon as possible. After Safety Drill conducted, submit required annual "Affidavit of High Rise Safety Drill" to CFD.
- That Operations Committee review and update Association's Rules and Regulations.

MANAGEMENT REPORT:

Paul Godlewski introduced Edy Klein, new Property Manager, and Tim Patricio of Draper and Kramer.

- If owners have not received their September statement, contact the Management Office
- Direct Debit payments will start October 1st; checks will still need to be written for September
- There is currently \$90,516.97 in Operating Account, \$10,000 in Reserve Account, \$54,000 in accounts payable, and \$41,977 in disputed invoices waiting for back up prior to approval
- Staff meeting will be held 9/7/04 to discuss procedures for sign-in for visitors, deliveries and contractors

OLD BUSINESS

Jim asked for a motion to ratify the decision to enter into management contract with Draper and Kramer. Joe English made the motion, Hedy Hall seconded, and roll call for approval was unanimous.

Jim asked for a motion to ratify use of Paul Godlewski from Town Center Reality Group for emergency interim management during the transition between Habitat and Draper and Kramer. Joe English made the motion, Hedy Hall seconded, and roll call for approval was unanimous.

Jim asked for a motion to ratify decision to approve a 2-yr. service agreement with Precision Control in amount of \$1,600 per year, and purchase of replacement key for \$700 to regain control of the building's environmental systems. Joe English made the motion, Bill Whiting seconded, and roll call for approval was unanimous.

Jim asked for a motion to ratify a decision to purchase a carpet extractor for the building. Joe English made the motion, Bill Whiting seconded the motion and roll call for approval was unanimous.

NEW BUSINESS

Joe English made the motion, Bill Whiting seconded, and roll call for approval was unanimous to temporarily employ Mary Jaszczak for the purpose of filing the backlog of paperwork and help organize the management office after 2+ years of neglect.

Joe English made motion, Hedy Hall seconded, and roll call for approval was unanimous to purchase 4 radios not to exceed \$1,260 for use of Chief Engineer, Property Manager, Door Staff and the Janitors.

Bill Whiting made motion and Hedy Hall seconded to pay \$1,240 to Fluid Technologies to replace a seal on the #2 water booster pump. Roll call vote called for approval. Joe English abstained and remaining four Board Members approved.

Joe English made motion, Bill Whiting seconded, and the roll call for approval was unanimous to pay \$2,430 to Carrier Corporation for repair of #2 Chiller to restore to service.

Bill Whiting made motion, Joe English seconded, and the roll call for approval was unanimous to pay insurance deductible of \$5,000 for water damage to units from blockage of a common element pipe.

Joe English made motion, Bill Whiting seconded, and the roll call for approval was unanimous to pay premium of \$10,561.00 for Workman's Comp. insurance through Draper and Kramer.

Hedy Hall made motion, Nancy Nelson seconded, and roll call vote unanimous to authorized \$500 to perform study of electrical usage and determine if beneficial to purchase on sub-market.

Board will investigate problems associated with misuse of business center, including theft of equipment and supplies, and interviews will be held on September 13th to choose audit firm.

RESIDENTS OPEN FORUM & INFORMATION

- Overcrowding of the bike room; additional space is needed
- Storage of items other than cars in the garage, Board should revisit this
- Garage vestibule doors do not always close, particularly on 7th floor
- Replacement of window glass and cracked tile in unit not done to owner's satisfaction. Window was not broken by the owner, and tile replaced was wrong color
- Request Board provide homeowners with an agenda of items to be voted on prior to the board meeting and if items approved are in budget
- Columns in entryway dirtied during construction and cannot be cleaned; this is unsightly
- Flyers should not be allowed to be put under unit doors; violators should be banned from the building. Residents requested to notify management of any violators.
- Board will be addressing insurance of unit owners in future
- Reminder that homeowners are required to keep a fire extinguisher in their unit
- Plan for addressing satellite dish issue has not been presented and problem has not been resolved.

ADJOURNMENT:

Nancy Nelson moved and Hedy Hall seconded motion to adjourn at 9:20 p.m., and Board unanimously approved.

Bill Whiting, Secretary