

UCHA MEETING MINUTES**Monday, September 12, 2011 ... 6:30 PM***First Methodist Church. 418 W. Touhy. Park Ridge, IL 60068. First Floor Meeting Room***- MINUTES -**

I. SPECIAL PRESENTATION BY THE PARK RIDGE FIRE DEPARTMENT

Kevin Plach from the Park Ridge Fire Department was introduced and welcomed. He did a presentation and answered unit owner questions.

II. CALL TO ORDER

Joseph Chiczewski opened and called to order the **BOARD OF DIRECTOR'S MEETING** at 7:00PM and welcomed over 33 Owners and Guests and some members of the Loft's Board in attendance. **ROLL CALL** was taken giving necessary Board of Director's quorum and the following were present:

Joseph Chiczewski	Acting President
Ellen Tinkoff	Treasurer
Mary Margaret Cowhey	Director
Joanne Culverwell	Secretary

In attendance was Mary Daly from Chicagoland Management.

III. MINUTES for the July 7, 11, 2011 3rd Annual Meeting were presented. On a Motion made by Joanne Culverwell and seconded by Joe Chiczewski, the Minutes were unanimously approved.**VI. BOARD OFFICER ELECTIONS**

Ed Novinski had resigned from the Board. He was thanked for his service. Joseph Chiczewski made the Motion to approve the following officer appointments: Mary Margaret Cowhey as President, Joseph Chiczewski as Vice President, Ellen Tinkoff as Treasurer, and Joanne Culverwell as Secretary that was duly seconded. It was unanimously approved.

V. APPOINTMENT OF VACANT SEAT

Mary Margaret Cowhey made the Motion to appoint Pat McShane as a Board Director to fill the vacancy / term of Ed Novinski. Joe Chiczewski seconded the Motion. It was unanimously approved.

VI. REPORTS

PRESIDENT'S REPORT: Mary Margaret Cowhey, the Members of the Board and Guests did self introductions. Members from the Lofts Board who were in attendance were welcomed. Some of the UCHA Board will attend the Lofts Board Meeting later this week. The Board reviewed the current status of the Committees reporting to the Board, the Settlement Agreement, and the Website.

Committees: The Budget Committee is chaired by Bernie Sir with Ellen Tinkoff as the Board Liaison. The Rules and Regulations Committee is chaired by Joanne Culverwell who is also the Board Liaison. The new Communications Committee is being formed. The Board Liaison is Pat McShane. Anyone wishing to participate in this new committee should contact Pat McShane or Mary Daly.

Settlement Agreement: Mary Margaret Cowhey updated the unit owners on the progress of the Settlement.

Website: So far two quotes for a website were obtained. One is a flat fee of \$6300.00 and would need to be self maintained. The other quote is for \$3500.00 and a monthly maintenance fee of \$250.00. This is still under review by the Board.

VICE PRESIDENT'S REPORT: Joe Chiczewski has requested approval for the following projects. The storage room build out was necessary because there was not any room for supplies and items left to the association by the builder such as doors and light fixtures. A 7% monthly increase for Condo Care is due to the extra work they have done and will do in the future such as moving the recycling containers up to the P1 level once a week. They are also requested to check at least once a week that the roof access hatch is locked at all 3 buildings.

TREASURER'S REPORT: The 2010 financials are almost complete. They should be able to be mailed to the unit owners in about 3 weeks for discussion at the next Board Meeting. The Budget Committee is completing a recommendation for the Board for the 2012 Budget.

SECRETARY'S REPORT: There was a Rules and Regulations Committee meeting in August. With Board approval action was taken on 2 rental lease violations. Joanne Culverwell reminded the unit owners that rental agreements must be filed with the property manager with the required lease riders, insurance policies, and move-in fees. The Rules and Regulations Committee will review the rental policy. The Rules and Regulations Committee will also review the Rules concerning terrace / balcony maintenance and improvements.

VII. OTHER BUSINESS

The Board will request proposals for property management and cleaning services. Although a new contract with Condo Care was approved, there is a ninety day cancellation. A tax attorney was retained and an appeal was filed by the deadline.

VIII. MOTIONS

Mary Margaret Cowhey, seconded by Joe Chiczewski, made a Motion to approve expenditures in 2011 for continuing the services of BTC provided written proposals are received and reviewed by the Board. The proposals include but are not limited to the further inspection / testing of repair completeness, and the design of a maintenance program. The Motion was unanimously approved.

The Motion made by Joe Chiczewski and seconded by Ellen Tinkoff to approve for payment the painting of the 3 trash rooms at a total cost of \$950.00 to Connolly Painting Services was approved with one no vote by Joanne Culverwell.

The Motion made by Joe Chiczewski and seconded by Ellen Tinkoff to approve for payment for the new storage room in the 120 building for shelving and steel door and frame at a total cost of \$2378.00 parts and labor to Jacobs Construction Company was approved with one no vote by Joanne Culverwell.

The Motion made by Joe Chiczewski and seconded by Ellen Tinkoff for the painting of the new storage room including all shelving with two coats of paint for a total amount of \$1711.00 to Jacobs Construction Company was approved with one no vote by Joanne Culverwell.

The Motion made by Joe Chiczewski and seconded by Ellen Tinkoff to approve the new two year contract with Condo Care for a monthly cost of \$4578.00 with a 90 day cancellation clause was unanimously approved.

The Motion made by Joanne Culverwell and seconded by Ellen Tinkoff to permit the Board to renew the Multi-Peril insurance policy for General Liability, Workers Compensation, and D & O insurance prior to 9/30/11 provided the premium does not exceed \$11000.00 was unanimously approved.

The Motion made by Joe Chiczewski and seconded by Pat McShane to not proceed with the Fall window washing was defeated with 3 no votes from Mary Margaret Cowhey, Ellen Tinkoff, and Joanne Culverwell.

The Motion made by Joe Chiczewski and seconded by Mary Margaret Cowhey to proceed with the budgeted Fall window washing was approved with one no vote by Pat McShane.

IX. MISCELLANEOUS OPEN DISCUSSION

A unit owner did not agree on building out the storage area at this time. He discussed the future cost of the build out for the office space for the UCHA. Joe Chiczewski responded that the association needs storage for supplies and equipment left over from the builder, such as doors and light fixtures. It will not fit in the existing storage / file room.

A unit owner requested better signage by the recycling bins.

A unit owner requested a "Welcome Package" for new owners.

There was a discussion of the safekeeping of the Master Key for the Buildings. There was no conclusion.

X. ADJOURNMENT: The Meeting adjourned at 8:15PM.