

APPROVED

ATRIUM CONDOMINIUM ASSOCIATION

BOARD OF DIRECTORS MEETING

TUESDAY, JULY 16, 2019

ATTENDANCE

Jeff Pisani	President	Present
Mary Lou Muehleis	Vice President	Present
Marti Gusloff	Secretary	Present
Gail Menconi	Treasurer	Present
Ralph O'Connell	Director	Absent
Dale Carlson	Director	Present

Attending from MC Property Management Company were Michaelene Conrad, Mandy Briggs and Kirsten Bochicchio.

1. **Call To Order-** The Atrium Condominium Association Meeting was called to order by Jeff Pisani at 6:33PM
2. **Quorum Established**
3. **Approve Agenda-** Mary Lou Muehleis made a motion to approve the agenda, Dale Carlson seconded, and all in favor. The motion was approved unanimously.
4. **Approve Minutes-** Jeff Pisani made a motion to approve the June 4, 2019 meeting minutes, Dale Carlson seconded, and all in favor. The motion was approved unanimously.
5. **Financial Report-** Gail Menconi made a motion to approve the May 31, 2019 Financial Report, Marti Gusloff seconded, and all in favor. The motion was approved unanimously.
6. **Homeowner Session**
 - A. Windows were not cleaned. Management to contact Apex to have then revisit units to complete.
 - B. Look for another window cleaning company.
 - C. When it rains water puddles around parking space #50.
 - D. The North Elevator ceiling needs to be repaired.

- E. Notices need to be posted in a more organized fashion.
 - F. Master keys continually get stuck in the entrance locks and elevator. Would like a locksmith to investigate this.
 - G. Housekeeping needs improvement- Carol to send Mandy Briggs from management a list of cleaning issues that need to be corrected.
7. **Front Entrance Stairs Update**
 - A. **Sealant**- Core Concrete is to meet with Marti Gusloff to address the color of the stairs.
 - B. **Railings- COMPLETED**
 - C. **Brick Paving- COMPLETED**
 - D. **Dakota Evens- COMPLETED**- Mike Landry is to get Jeff Pisani a caulk sample.
 8. **Air Purifiers Proposal- Moved to executive Session**
 9. **Parking Signs (Cynosure)**- Cynosure is working to schedule install. Management to inform Jeff Pisani when this will be completed.
 10. **Member Directory**- Dale Carlson is working to complete this.
 11. **Unit Electrical Panels**- The Electrical Panel Update is scheduled for August 5, 2019 through August 12, 2019.
 12. **APEX Window Cleaning**- The Board agreed to seek other window cleaning companies for 2020.
 13. **M&T Exteriors**- The leaks need to have good weather to correct. M&T is working to schedule and will notify management when it is scheduled. M&T will also inspect the gutter troughs at the bottom of the windows while on site.
 14. **Window Film Repair/ Replacement**- Dale Carlson made a motion to approve AAA Glass Tint at a cost not to exceed \$1,300.00, Jeff Pisani seconded and all in favor. The motion was approved unanimously.
 15. **2019 Carpet Cleaning**- Management will work to schedule the 2019 Carpet Cleaning for August.
 16. **Popcorn Ceiling Proposals**- Marti Gusloff made a motion to approve the Artist Touch proposal at a cost of \$2,185.00, Mary Lou Muehleis seconds, Jeff Pisani approves, Gail Menconi and Dale Carlson opposed. The motion was approved.
 17. **Insurance Claim- TABLED**
 18. **Pest Control**- Dale Carlson made a motion to approve the AGAD Proposal at a cost of \$90.00 per month, Jeff Pisani seconds and all in favor. The motion was approved unanimously.
 19. **Hoistway and Testing**- Testing will be completed after the fire and smoke alarms are tested in September.
 20. **Punch List**- The board approved the punch list and requested that completed items be moved to 2nd sheet.
 21. **Notices To Unit Owners**- The board requested more detailed descriptions when notifying owners of work to be done in the building or if a fine is to be levied.
 22. **Architectural Modifications**- Homeowners will need to obtain an Architectural Modification Request form from management when remodeling or altering their unit. This form will provide more structure and ensure that the Association is protected.
 23. **Ratify Dhamer Plumbing Rodding Proposal**- Mary Lou made a motion to approve the Dhamer Plumbing proposal to rod all kitchen sink drain lines at a cost of \$1,350.00, Dale Carlson seconded and all in favor. The motion was approved unanimously.

- 24. Ratify Landscaping Extras Proposal-** Gail Menconi made a motion to approve the Timber Edge Proposal for landscaping extras at a cost of \$5,929.00, Jeff Pisani seconded and all in favor. The motion was approved unanimously.
- 25. Dakota Evans Proposal- TABLED**
- 26. Elmhurst Fire Report-** The Fire Pumps need to be inspected and tested each year.
- 27. Affiliated Proposal-** Dale Carlson made a motion to approve the Affiliated Battery Replacement Proposal at a cost of \$568.72, Jeff Pisani seconded and all in favor. The motion was approved unanimously.
- 28. MC Property Management Contract Extension Proposal-** Mary Lou Muehleis made a motion to approve the MC Property Management Extension Proposal from December 1, 2019 through November 30, 2021 at a cost of \$915.00 per month for the first year and \$945.00 per month for the second year, Marti Gusloff seconded and all in favor. The motion was approved unanimously.
- 29. Visiting Pets- Moved to executive session.**
- 30. Marijuana Use In The Building-** When Illinois legalizes recreational marijuana use, the same rules as cigarette smoke odors apply to marijuana odors.
- 31. Security Cameras-** Dale Carlson made a motion to obtain security cameras at a cost not to exceed \$400.00. One by the South Elevator and one in the mailroom, Mary Lou Muehleis seconded and all in favor.
- 32. Executive Session-** Jeff Pisani made a motion to go into Executive Session at 9:17PM, Mary Lou Muehleis seconded and all in favor. The motion was approved unanimously.
- Delinquency- List reviewed
 - Compliance- Violations and homeowner(s) were heard.
 - Special Matters- Matters reviewed.
- 33. Executive Approvals-** Jeff Pisani made a motion to approve the items that were discussed in Executive Session, Dale Carlson seconded and all in favor. The motion was approved unanimously.
- Unit was fined for vendor parking on ramp to unload.
 - Unit was fined for disconnecting the fire alarm.
 - Fine was reimbursed for workers using south elevator.
 - Fine was reimbursed for Arch Mod violation.
 - Fine was reimbursed for Sunday Construction.
 - Unit was fined for moving out of the unit outside the allotted time frame.
 - Fine was reimbursed for workers damaging the south elevator.
 - Unit was fined for unit construction outside the allotted time frame.
 - Unit was fined for workers using the south elevator
 - Unit was fined for unit construction on a Sunday.
 - Unit was fined for delivery in south elevator.
- 34. Adjournment-** Jeff Pisani made a motion to adjourn the meeting at 9:33PM, Dale Carlson seconded and all in favor. The motion was approved unanimously.