



**THE PIERRE CONDOMINIUM ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES**

**I CALL TO ORDER:**

The Board of Directors meeting of January 15, 2003 was called to order at 7:40 p.m. by Board President Adam Landsman. A quorum was noted. Attendance was recorded as follows: Directors: Wayne Lau, Bob Doak, Adam Landsman, Barbara Sherman, Denise Antonucci, Randy Mehrberg (7:55 p.m.), Bob Zabors (8:50 p.m.). Others: Joe Bright, Wolin-Levin.

**II SECRETARY'S REPORT:**

**a) Minutes of December 18, 2002** Motioned by Mr. Lau, seconded by Mr. Doak, and unanimously carried, the following resolution was approved:  
**RESOLVED** That the Board of Directors of the Pierre Condominium Association, hereby, approve the Board of Directors Meeting minutes of December 18, 2002.

*In Favor: Mr. Lau, Mr. Doak, Mr Landsman, Ms. Sherman, Ms. Antonucci.*

*Note: Mr. Mehrberg and Mr. Zabors were not present for this resolution.*

**III TREASURER'S REPORT:**

**a) Financial Report** Board Treasurer Bob Doak presented the Treasurer's Report. (*The Pierre Condominium Association Treasurer's Report Board Meeting 1/15/2003 is attached.*)

**b) Cash/Investment Accounts** Mr. Doak recommended that the Association consolidate all of the Cash and Investment Accounts to Harris and Harris/Direct (for Stocks/Bond funds). The benefit would be that the Association could establish with one institution for accounting purposes separate individual money market accounts insured to the \$100,000 limit at a 2.25% annual interest rate, the bond fund investments (Xerox) would be placed in the Harris/Direct account, and a non-interest bearing account for the cash account would be opened for operating funds. Motioned by Mr. Doak, seconded by Mr. Mehrberg, and unanimously carried, the following resolution was approved:

**RESOLVED** That the Board of Directors of the Pierre Condominium Association, hereby, approve to open with Harris Bank and Harris/Direct, individual \$100,000 money market accounts, an account for stocks and bond funds, an operating cash account and any other necessary accounts and to transfer all existing cash and investment accounts to Harris Bank and Harris/Direct.

*In Favor: Mr. Lau, Mr. Doak, Mr Landsman, Ms. Sherman, Ms. Antonucci, Mr. Mehrberg.*

*Note: Mr. Zabors was not present for this resolution.*

**c) Monthly Board Meetings** Mr. Doak surveyed Board members for future meetings and due to varying individual schedules, it was necessary to change some of the meetings. Scheduled Meetings are:  
Wednesday, February 19, 2003 – 7:30 p.m. (Monthly Board Meeting)  
Wednesday, March 12, 2003 – 7:30 p.m. (Monthly Board Meeting)  
Wednesday, April 23, 2003 – 7:30 p.m. (Monthly Board Meeting)  
Wednesday, May 21, 2003 – 7:30 p.m. (Annual Meeting and Monthly Board Meeting)

**IV MANAGEMENT REPORT:**

Joe Bright, the property manager gave a management report including:

**a) Elevator Modernization Process Update and Scheduling** Lerch Bates notified Management that the service elevator will be completed within a week of the scheduled finish date of 1/29/2003, and that the elevator will be made available for move-in requests.

**b) Hallway Renovations/Painting** The painting contractor has completed certain areas of the building, however, some unit owners present indicated that not everything was completed on their floors. Ms. Antonucci of the renovation committee and Mr. Bright will do another walk through to document what needs to be completed.

**c) Hallway Renovations/AN/BN Common Element Drywall Repairs** David Thomas of Perimeter Builders Inc. was scheduled to meet with the Board to review the overall drywall repair project but had to reschedule. After the Board reviewed the scope of work for drywall repairs, it was decided to proceed with work on the 7th floor and in one of the vacant adjacent units (7BN) to determine if the hallway work could be completed without affecting or entering a unit and if any unknown problems develop in performing the repairs.

**d) Lobby Sensor Panels** Management obtained a second proposal for the recessed lobby sensor panels from Star Construction Co. The Board compared the Star proposal to the original proposal from Perimeter Builders, Inc. Motioned by Mr. Lau, seconded by Mr. Landsman, and unanimously carried, the following resolution was approved:

**RESOLVED** That the Board of Directors of the Pierre Condominium Association, hereby, approve the proposal from Perimeter Builders, Inc. to design, fabricate, demolition and recessed construction to install the fire and sensor panels for a cost not to exceed \$3,374.

*In Favor: Mr. Lau, Mr. Doak, Mr Landsman, Ms. Sherman, Ms. Antonucci, Mr. Mehrberg.*

*Note: Mr. Zabors was not present for this resolution.*

**e) Pool Liner Installation** Management reported that Rainbow Resurfacing, Inc. has completed all of the installation and touchups of the new fiberglass swimming pool liner and has resolved the dispute over costs.

**f) Garage Maintenance** Management is planning on purchasing a cleaner/power scrubber for the maintenance of the membrane surface in the garage to assure the removal of the salt and extend the life of the new surface coatings.

#### **V NEW BUSINESS:**

**a) Annual Meeting Elections** In an effort to avoid the election problems from last year, the Board decided to form an Election Committee. Gail Ruden agreed to chair the new committee. Mr. Landsman from the Board has also agreed to serve on the committee. The committee will review past problems, determine the election process and define clear procedures. Any unit owner with past experience in these procedures and wishing to serve on this committee, should contact Ms. Ruden 8FN.

**b) Food Deliveries** Some of the food delivery personnel have been distributing pamphlets throughout the building. In an effort to prohibit this type of solicitation, and wandering through the hallways by nonresidents, the Board agreed to start having food delivery personnel sign in with the doormen.

**c) Management/Staff Meetings** It was suggested to structure the management goals in writing and occasionally review these with the staff. Mr. Mehrberg and Ms. Antonucci agreed to meet with Mr. Bright and discuss recommendations to make the Pierre a better place to live. Mr. Bright will then meet with members of the staff and report the followup to the Board at the February meeting.

#### **VI OLD BUSINESS:**

**a) Façade Repairs/Lintel Repairs and Replacement** As part of the "Capital Improvement Plan" Mr. Doak reviewed funding alternatives for the lintel repairs and replacements indicating a decision will have to be made at the February Board meeting whether to complete the carryover Façade and Lintel replacements from last year as well as the balance of all other lintel replacements for the entire building, or complete the carryover Façade and Lintel replacements from last year and defer the balance of all other lintel replacements for the entire building until the next Façade Report and Examination in 2007.

**b) Façade Repairs/West Façade Crack** It was unclear in the Wiss, Janney, Elstner, Inc. report from December 11, 2002, if the temporary repair/resealing of the vertical crack in the northeast corner of the courtyard (Drop 7) by McGuire Company was actually completed before they stopped work for the season. Management will inquire with WJE.

#### **VII OWNERS COMMENTS/QUESTIONS:**

**a) Storage Area Lighting** A unit owner stated that in the storage area, one of the isles is dark even with all of the lights on and asked if the building could install a light in that isle. Management will work with maintenance to see if an additional light could be installed.

**b) Briefs/Minutes** A unit owner suggested that the Briefs and Minutes should be moved from the main lobby counter so that guests and others do not take what is intended for the unit owners. The Briefs and Minutes will now be placed in the mail room for distribution, and about a week after release they will be moved to the office.

**c) Emergency Lighting** Unit owners commented on a recent power outage that some of the emergency lighting in the corridors did not activate. Management was asked to inspect all of the emergency lighting and correct any problems.

**d) Second Floor Treads** A unit owner noted that the treads or edge guards on the second floor stairs between the exercise room and the storage area were loose and unfastened. Management was advised to have maintenance permanently refasten them. It was also noted that when similar repairs are found to be needed, that individuals mark them in the book (intended for that purpose) in the office and not wait until a Board meeting to raise the need for repairs.

**e) Doorman Station Issues** A unit owner reported that the door staff and garage personnel are occasionally in the lobby watching TV. Previously discussions over the allowance of the TV have been raised. Management stated that the door staff has been notified that they are only allowed to watch TV during the hours of 11:00 p.m.– 6:00 a.m. and that the garage staff is not allowed in the lobby for watching TV. Management will discuss this with the door staff and the garage manager.

**f) Winter Movie Series** A unit owner requested permission from the Board to distribute a notice and to run a series of six films (G rated and suitable for all audiences) to be shown in the Hospitality Room on Sunday afternoons between 3:30 – 6:00 p.m. beginning Sunday, February 16th and ending Sunday, March 23rd. It was also asked if there are funds available for social events. It was noted that limited funds are available for social events such as the Halloween party. Motioned by Mr. Doak, seconded by Mr. Mehrberg, and unanimously carried, the following resolution was approved:

**RESOLVED** That the Board of Directors of the Pierre Condominium Association, hereby, approve a \$50 expenditure for the Winter Movie Series.

An announcement will be distributed, and anyone interested in the event or serving on the committee (including the input from children for selecting the movies) should contact Mary Lammert Khoury at 773-529-0512.

#### **VIII RECESS/CLOSED SESSION/ADJOURNMENT:**

With no further business to come before the regular Board meeting, and upon motion duly made and unanimously carried, the meeting adjourned at 9:05 p.m.

The Board recessed into closed session at 9:05 p.m. to review late fees and repairs preformed by the staff. The closed session reconvened into open session at 9:25 p.m.

Motioned and unanimously carried, the meeting adjourned at 9:25 p.m.

*Respectfully Submitted,*

*Wayne Lau  
Secretary, The Pierre Condominium Association*

THE PIERRE CONDOMINIUM ASSOCIATION  
TREASURER'S REPORT  
BOARD MEETING 1/15/03

For the twelve months ended December 31, 2002, the association has a net cash deficiency of \$5,777 before consideration of Special Assessments received and Special Project costs paid out.

Special assessments received through 12/31 totaled \$589,580 and garage revenue totaled \$81,421 against which \$384,195 was expended for garage work, \$363,215 was expended for elevator work and \$96,902 was expended for façade work. The loan balance at December 31, 2002, is \$184,293.

At 12/31, The Pierre Condominium Association had the following cash/ investment balances:

Wolin-Levin	\$ 47,050.49
Harris Bank Special Projects A/C	\$ 6,678.55
Salomon Smith Barney- general reserves	\$231,500.28
Salomon Smith Barney- Baker damage insurance A/C	\$606,824.66
Midamerica Bank- Baker damage insurance A/C	\$ 95,975.54
Invest Financial- Baker damage insurance A/C	<u>\$999,480.19</u>
Total- Cash and Investments	\$ 1,987,509.71

My current forecast for the year ending 12/31/2002 is that operating income (before capital expenditures and Baker litigation costs) may be about \$114,000; \$1,000 better than budget. This is an improvement of \$7,000 from the prior month's forecast. Final audit accruals will determine whether actual results for the year are higher or lower than this forecast.

Because of the increase last month of the forecast for Baker litigation expenses to \$90,000 compared to the budgeted \$30,000 the forecast anticipates that no new reserves will be created this year compared to the \$59,000 budgeted addition to reserves.

The garage had another outstanding month in December. Income (accrual basis) was \$3,838 compared to a budget of \$2,462. The primary positive variance is that monthly revenue continues strong at \$17,621, \$1,967 ahead of budget. The monthly revenue budget for next year has been increased to reflect this strong revenue trend.

Respectfully submitted,  
Robert Doak  
Pierre Treasurer