



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

Pursuant to notice duly given, a Board of Directors Meeting of the Pierre Condominium Association was held on April 13, 2000 at 7:30 p.m. in the hospitality room.

Attendance was recorded as follows: Directors: Stu Baker, Wayne Lau, Gail Ruden, Michael Cox, Barbara Sherman (7:50 p.m.), Gera-Lind Kolarik (8:35 p.m.); Michele Cohen, Wolin-Levin, Inc.; (PM-Vanguard was not represented at this meeting); Recording Secretary, Debra Russo.

**I CALL TO ORDER:**

The meeting of April 13, 2000, was called to order at 8:00 p.m., by Board President Stu Baker. A quorum was noted. After welcoming attending owners, Mr. Baker introduced the new Property Supervisor from Wolin-Levin, Inc., Michele Cohen.

On behalf of the Association, Mr. Baker thanked Michael Cox and unit owner Barbara Burnes for their time and efforts in evaluating, presenting the proposals and arranging the interviews for new management firms.

Mr. Baker also acknowledged the efforts of former supervisor, Jay Burris from PM-Vanguard for his hard work and efforts he devoted to the Pierre this past year.

**II POSTL-YORE AND ASSOCIATES:**

**a) Roof Deck Project**

Mr. Lawrence Puder was introduced as the project manager for Postl-Yore and Associates (the Association's architect), the architectural firm overseeing the roof deck rehabilitation project through to its completion. Mr. Puder summarized proposals for the rehabilitation and water proofing of the pool deck surface with replacement of the roof deck membrane. Prices ranged from \$34,412.00 to \$79,331.00. Mr. Puder recommended the low bidder, the LS Contracting Group. Although the condition of the underlying surface of the roof can't be evaluated until the membrane is removed, they didn't think much concrete repair work would be needed. The project is expected to take approximately 21 days, with the intent to schedule the project so that it would be completed by the Memorial Day weekend.

Management was asked to schedule the snow load testing with Baker Development before scheduling the roof deck project. The maintenance staff will be asked to provide Baker's crew access to the freight elevator so they can also remove their remaining items from the roof.

Upon motion duly made by Mr. Baker, seconded by Mr. Cox, and unanimously carried, the following resolution was approved:

**RESOLVED** – That the Board of Directors of the Pierre Condominium Association, hereby, approve the proposal from LS Contracting Group for the roof deck rehabilitation project for \$34,412.

**b) Unit Remodeling**

Mr. Puder reported he had reviewed the remodeling plans submitted for unit 4C-DS, but was concerned that they had not included structural drawings defining their plans to relocate a plumbing stack and an electrical panel. He also said that if they intend to install a whirlpool, they need to provide an access panel for servicing the unit and additional support, as well as reducing the noise level and vibrations to the unit below.

Following a lengthy discussion concerning the potential for future problems, the Board indicated that the established practice for non-relocation of common element utilities would remain in effect, and agreed to uphold past policy, which prohibits owners from relocating any plumbing or electrical supply stacks. Mr. Puder requested "as built drawings" be submitted for further clarification for the remodeling project. Management will contact the owner for more detailed plans.

It was also brought to the Board's attention that a lot of renovation has been going on in the building which can cause problems with the freight elevators and staff time. Management was asked to send a reminder to all owners that renovation plans must be submitted to the Board for review/approval and scheduling should be coordinated through Management and the Property Supervisor.

### **III SECRETARY'S REPORT:**

#### **a) Minutes of March 16, 2000 and March 21, 2000**

Mr. Lau reported that the Board had been given the opportunity to review the minutes of March 16, 2000 and the Special Meeting of March 21, 2000 in advance of the meeting, and reviewed the proposed changes. Mr. Lau called for final comments or corrections to the suggested amendments for the minutes of March 16, 2000 and March 21, 2000. Amendments were noted accordingly.

#### **Board of Directors Meeting of March 16, 2000**

Upon motion duly made, Mr. Baker motioned to approve the minutes of March 16, 2000 as amended, seconded by Ms. Ruden, and unanimously carried, the following resolution was approved:

**RESOLVED** – That the Board of Directors of the Pierre Condominium Association, hereby, approve the minutes of March 16, 2000, as amended.

#### **Special Meeting of March 21, 2000**

Upon motion duly made, Mr. Baker motioned to approve the minutes of March 21, 2000 as amended, seconded by Ms. Ruden, and unanimously carried, the following resolution was approved:

**RESOLVED** – That the Board of Directors of the Pierre Condominium Association, hereby, approve the minutes of March 21, 2000, as amended.

### **IV TREASURER'S REPORT:**

Board Treasurer Bob Zabors was unable to attend this meeting. The Board reviewed the financials for March 2000. Some variances were noted and will be reviewed with Mr. Zabors.

### **V MANAGEMENT REPORT:**

#### **a) Security Camera**

Management reported that the head-janitor purchased a security camera for installation near the freight elevators so the back area can be monitored by the doormen. The Board posed no objections.

#### **b) Sales/Leases**

The Board reviewed the "Intent to Sell/Lease" document prepared by Management. Discussion ensued over concerns whether the Association has the right to request a credit report from prospective purchasers or renters of non-Association owned units and/or if the information would even be beneficial.

The Board then agreed to eliminate the credit report from the "Intent to Sell/Lease" document.

Upon motion duly made by Ms. Ruden, seconded by Mr. Baker and carried, the following resolution was approved:

**RESOLVED** – That the Board of Directors of the Pierre Condominium Association, hereby, approve the sales/lease package prepared by Management, removing the requirement for a credit report on potential future purchasers or renters.

The vote was recorded 5 in favor, 1 opposed.

*In Favor: Mr. Baker, Mr. Lau, Ms. Ruden, Mr. Cox, and Ms. Kolarik;*

*Opposed: Ms. Sherman.*

#### **c) Unit Access Form**

Michele Cohen from Wolin-Levin presented the Board with a form letter of instruction for unit owners to fill out granting access to their unit for any designated individual. Management will distribute copies to the unit owners.

#### **d) Service Requests**

The Board reviewed a service request form also prepared by Management. Management was asked to implement the new policy and send a letter to all owners explaining the new service request form and outlining the duties that staff members are authorized to assist owners with.

**e) Rental Unit 5AS**

Management reported that the Pierre owned unit 5AS, has been leased for one year.

**f) Second Floor Rental Unit**

A request was submitted to the Board to extend the lease on the Pierre owned second floor unit. The lease was extended through September 2000. Management will review the arrangement with the leasing agent to re-rent the unit upon expiration of the present lease term.

**VI OLD BUSINESS:**

**a) New Treadmill**

The new treadmill has been delivered and installed. Management was asked to obtain the instruction manual for the new treadmill and make available to users.

Paper towels and disinfectant were installed in the exercise room to allow residents to clean the equipment for others after their use.

**b) City Summons**

Management was asked to contact the Association's attorney about the best way to handle the summons from the city that requires the fire stand pipe be extended from the 12th floor to the roof.

**VII NEW BUSINESS:**

**a) Triennial Tax Appeal**

Management reported that a notice was received for the "Triennial Tax Reassessment". The Board asked Management to check with the previous attorneys who handled the last reassessment protest for the Association which resulted in a tax reduction.

**b) Annual Elections**

The Board discussed the Annual Unit Owners Meeting scheduled for May 9th. This year, there are five positions available on the Board. Introduction of the candidates will begin at 7:00 p.m. with a "Candidate Forum" to meet the candidates, the regular meeting will begin at 7:30 p.m.

It was noted that the new election rules restrict the number of proxies a unit owner can hold to a maximum of five (5). Although the new "Rules and Regulations" are still in production, the sections "Communications", "Elections" and "Proxies" had been amended and are in effect. Copies from the Rules and Regulations for those sections will be distributed to unit owners.

**c) BBQ Grills**

The Board reviewed product brochures and cost estimates for new grills obtained by Management to replace the BBQ grills on the roof deck.

Upon motion duly made by Mr. Baker, seconded by Mr. Cox, and unanimously carried, the following resolution was approved:

**RESOLVED** – That the Board of Directors of the Pierre Condominium Association, hereby, approve an expenditure (not to exceed \$2,000.00) for the purchase of two self igniting gas grills with side burners. Excess funds will be used to purchase cooking utensils and accessories for the roof deck BBQ area and to fund a "cook out" party to be held after the roof deck rehabilitation project has been completed this summer for members of the Association.

**d) Exercise Room TV**

The Board discussed the need for the replacement of the TV in the exercise room, it was suggested to purchase a new TV with VCR capabilities and wireless headsets so others will not be disturbed.

Upon motion duly made by Mr. Baker, seconded by Ms. Sherman, and unanimously carried, the following resolution was approved:

**RESOLVED** – That the Board of Directors of the Pierre Condominium Association, hereby, approve an expenditure (not to exceed \$600.00) to purchase a new TV with a built-in VCR, headsets, and mounting brackets.

**VIII OWNERS COMMENTS/QUESTIONS:**

**a) Handicap Access**

Ms. Kolarik asked the Board to readdress the issue of improving handicap access. Following a brief discussion, it was agreed the issue will be addressed in conjunction with plans to renovate the lobby and front entrance area.

**b) Window Washing**

Management will schedule window washing for sometime in May.

It was stated that Baker Development had previously agreed to cover the cost of washing all exterior windows two times. Management will inquire.

**c) Recording Secretary**

The Board reviewed a proposed rate increase for the recording secretary and transcribing minutes.

Upon motion duly made by Mr. Lau, seconded by Ms. Kolarik, and unanimously carried, the following resolution was approved:

**RESOLVED** – That the Board of Directors of the Pierre Condominium Association, hereby, approve a rate increase for the recording secretary. The rate will be \$250.00 for up to a two hour meeting. Additional hours will be billed at \$75.00.

**d) Architectural Drawings**

The Board thanked unit owner Roy Schmaltz for preparing architectural drawings and blueprints of the building, identifying the major cracks caused by the 2120 construction project. The drawings will be made available for use in damage claims.

**IX RECESS/ADJOURNMENT:**

With no further business to come before the regular Board meeting and upon motion duly made, seconded, and unanimously carried, the meeting recessed into executive session at 10:00 p.m.

The executive session concluded and reconvened into open session at 10:32 p.m.

Upon motion duly made, seconded, and unanimously carried, to adjourn the meeting at 10:32 p.m.

Respectfully Submitted,



Wayne Lau, Secretary  
The Pierre Condominium Association

Debra Russo, Recording Secretary