

**3600 CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
August 29, 2019**

A meeting of the Board of Directors of the 3600 Condominium Association was held in Wall Hall at 3600 North Lake Shore Drive at 7:00 P.M. on Thursday, August 29, 2019, pursuant to notice.

The following board members were in attendance:

Elaine Toscano, President
Douglas Smith, Vice President
Fred Kotoske, Treasurer
Ellen Karp, Secretary
Paula Cohen, Director
Robert Kravitz, Director
Garry Tackett, Director

Also present were Kevin Marcus, Property Supervisor; Carmon Kutcher, Property Manager; Rebecca Michener, Assistant Manager and Recording Secretary; and seventeen (17) unit owners.

I. EXECUTIVE SESSION

The Board of Directors met in an Executive Session prior to the open meeting. Topics of discussion were delinquencies, a unit owner issue, and two hearings.

II. CALL TO ORDER

The meeting was called to order at 7:02 P.M., with President Elaine Toscano presiding.

III. APPROVAL OF THE JULY 25, 2019 MEETING MINUTES

Elaine Toscano made the following motion:

RESOLVED, to approve the minutes from the July 25, 2019 board meeting.

The motion was seconded by Garry Tackett, voted on and passed unanimously.

IV. ELARA – AIR HANDLER CONSULTANT

Matt Swanson, a consultant with Elara Engineering was present to answer questions from the Board regarding the building's air handler units.

V. **TREASURER'S REPORT**

Treasurer Fred Kotoske reported on the monthly financials-at-a-glance and that it would be sent to unit owners. Property Supervisor Kevin Marcus then gave a presentation regarding the six-month financial review. He also reported the timeline of the drafting of the 2020 budget.

VI. **MANAGEMENT REPORT**

Property Manager Carmon Kutcher presented on the works in progress, completed items and informational items. The Board then discussed the management report.

VII. **NEW BUSINESS**

a. **COMMITTEE REPORTS**

i. **HOUSE AND GROUNDS COMMITTEE**

Co-chairs Elaine Toscano and Paula Cohen reported on the committee's progress since the previous meeting.

ii. **SOCIAL COMMITTEE**

Ellen Karp reported on the patio party. Elaine Toscano then made the following motion:

RESOLVED, to budget \$500 for another social committee-planned party for 2019.

The motion was seconded Garry Tackett, voted on and passed unanimously.

iii. **SECURITY COMMISSION**

Co-chairs Robert Kravitz and Garry Tackett presented a written report on the meetings with vendors for new security systems for the building.

b. 22.1 DISCLOSURE

Elaine Toscano made the following motion:

RESOLVED, to approve the 22.1 Disclosure as presented in the August 29, 2019 Management Report.

The motion was seconded by Paula Cohen, voted on and passed unanimously.

c. HVAC MAINTENANCE

The Board discussed bids to contract with a vendor to monitor the controls on the HVAC systems, as well as complete preventative maintenance as necessary. Elaine Toscano then made the following motion:

RESOLVED, to approve the annual HVAC maintenance proposal from September 2019 through September 2020 from Hayes Mechanical, in the amount of \$28,376.00 annually or \$14,188.00 twice a year.

The motion was seconded by Fred Kotoske, voted on and passed unanimously. Ms. Toscano made the following motion:

RESOLVED, to approve control monitoring from Everest in the amount of \$1,960.00 and the addition of Web-Based Interface in the amount of \$7,800.00 with a total amount not to exceed \$11,000.00, including two inspections.

The motion was seconded by Garry Tackett, voted on and passed unanimously.

d. LAUNDRY ROOM – ADDITIONAL BLOWER FAN

There was discussion over the need for an additional blower fan in each tower to prevent the laundry room dryers from overheating. Garry Tackett made the following motion:

RESOLVED, to approve the proposal of an additional fan blower for the North and South Tower laundry rooms to achieve required CFMS for the equipment in an amount not to exceed \$55,000.00.

The motion was seconded by Elaine Toscano, voted on and passed unanimously.

e. **GARAGE DEFICIT**

Elaine Toscano made the following motion:

RESOLVED, to approve a \$13,370.46 deficit payment to Pioneer Parking for July 2019.

The motion was seconded by Fred Kotoske, voted on and passed unanimously.

f. **CARPETING FIRST FLOOR HALL**

The Board discussed the carpeting of the first floor hallway to match the new carpet in Wall Hall. Elaine Toscano made the following motion:

RESOLVED, to approve the proposal from Exposition Flooring to finish the carpet in the hallway outside of Wall Hall for an amount not to exceed \$1,805.00.

The motion was seconded by Fred Kotoske, voted on and passed with six (6) voted in favor (Toscano, Smith, Kotoske, Karp, Cohen, Tackett) and one (1) vote opposed (Kravitz).

g. **ACM CHIMNEY STACK ABATEMENT**

Ellen Karp made the following motion:

RESOLVED, to approve the proposal from Alliance Environmental for ACM chimney soot abatement in the amount of \$2,835.00.

The motion was seconded by Fred Kotoske, voted on and passed with six (6) votes in favor. Garry Tackett was absent from the vote.

h. **STEAM BOILER CLEANOUT**

The Board discussed bids for preventative maintenance for the boilers. Douglas Smith then made the following motion:

RESOLVED, to approve the proposal from Hayes Mechanical to complete cleanouts of two (2) steam boilers in the amount of \$6,604.00.

The motion was seconded by Paula Cohen, voted on and passed unanimously.

i. COMMISSARY AIR CONDITIONING

Ms. Kutcher explained that the Commissary air handling unit will need replaced. This will be budgeted for in 2020.

j. HORIZONTAL AND DOMESTIC HOT WATER PROJECTS

The Board tabled this topic for a future meeting.

k. PREVENTATIVE MAINTENANCE RODDING

Elaine Toscano made the following motions:

RESOLVED, to approve Fettes Love Sieben to complete the kitchen horizontal drain rodding in both the North and South Towers for an amount not to exceed \$16,640.00.

RESOLVED, to approve AMS Mechanical Systems for the garage maintenance rodding for an amount not to exceed \$12,750.00.

Both motions were seconded by Robert Kravitz, voted on and passed unanimously.

l. MISCELLANEOUS MOTIONS

Elaine Toscano made the following motion:

RESOLVED, to approve ESAs for units #2517 and #224.

The motion was seconded by Douglas Smith, voted on and passed unanimously.

VIII. OPEN SESSION

The floor was opened for resident's questions/comments.

IX. RECESS INTO EXECUTIVE SESSION

The Board recessed into Executive Session at 9:10 p.m.

X. RECONVENE INTO OPEN SESSION

The Board reconvened into open session at 9:55 p.m. Garry Tackett made the following motion:

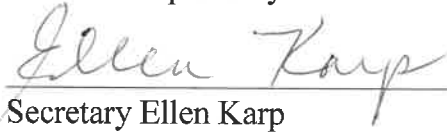
RESOLVED, to issue a \$100 fine to unit #1804 for a violation of the remodeling policies.

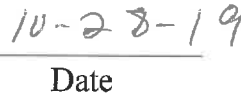
The motion was seconded by Elaine Toscano, voted on and passed unanimously.

XI. ADJOURNMENT

Elaine Toscano adjourned the meeting at 9:57 p.m.

Minutes Prepared by Minute Recorder Rebecca Michener.


Secretary Ellen Karp


Date