



**CHECK REQUEST
- NON-MANUAL -**

Property managers must fill in "" items*

| | | | |
|--|--|---------------------------------|-----------------------------|
| * DATE OF REQUEST: | 08/07/2013 | * CHECK DUE DATE: | |
| * PROPERTY NAME: | The Dana Point | * PROPERTY # | 0554 |
| * CHECK PAYABLE TO: | | Elizabeth Ehlers | |
| * ADDRESS: | | 1415 E. Central Road Unit #405A | |
| | | | |
| CITY, STATE, ZIP CODE | | Arlington Heights, IL 60005 | |
| | | | |
| * CHECK AMOUNT | \$ 250.00 | | |
| * CHARGE TO ACCOUNT# | 4030 | | |
| * EXPLANATION: | *Backup Attached <input checked="" type="checkbox"/> <i>(Request will not be processed without back-up)</i> | | |
| Reimbursement of move in fee that was overcharged. Move in fee is \$150. Charge placed on occupant ledger and paid by tenant. Minutes and BA included. | | | |
| <i>Note Any special delivery instructions should be noted on the weekly voucher report, at the time of approval. If nothing is noted on the voucher, the check will be sent via regular US mail.</i> | | | |
| * REQUESTED BY | Lisette Ray, Property Manager <i>Name and title</i> | | |
| * APPROVED BY | <i>Regional Director/District Manager name and signature</i> | | |
| NEW VENDOR TAX ID NUMBER: | | | |
| W-9 Attached: | | YES <input type="checkbox"/> | NO <input type="checkbox"/> |

ACCOUNTING DEPT. USE

| | |
|----------|--|
| VENDOR# | |
| VOUCHER# | |

DANA POINT CONDOMINUM ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 27, 2013

MINUTES

C. Locked Electric Rate

MOTION: I, RAYMOND JAGODZINSKI, move to lock in the EP electric rate when it expires in May, 2013, and approve the contract with Integrys Energy for a locked electric rate at .05235. SECONDED: MARILYN COURTER

6 YES 1 NO (*the No vote was cast by Paul Johnson*) MOTION CARRIED

D. New 22.1 Disclosure

MOTION: I JANIS PINKERTON move to approve the revised 22.1 disclosure for distribution for all unit sales and refinancing. SECONDED: ROSS GEORGE

7 YES 0 NO MOTION CARRIED

E. Reserve Account Signers

MOTION: I RAYMOND JAGODZINSKI, move to remove Tracy Hill and Catherine D. Ryan as authorized signers for the associations' reserve accounts in accordance with all provisions required with Mt. Prospect State Bank. SECONDED: JANIS PINKERTON

7 YES 0 NO MOTION CARRIED

F. Fire Hose Inspection - Property Manager, Lisette Ray, gave a report for updating the current fire hose system.

G. Moving Fees - Property Manager, Lisette Ray, informed the Board that an error was made with regard to the moving fees and the correction to \$150.00 fee was made.

DANA POINT CONDOMINUM ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 27, 2013

MINUTES

IX. EXECUTIVE SESSION

VIOLATION: Unit 413 B – I, RAYMOND JAGODZINSKI, move to send a warning letter to the homeowner of 413B asking her to refrain from feeding the wildlife.

SECONDED: ROSS GEORGE

7 YES 0 NO MOTION CARRIED

VIOLATION: Unit 213 B – I, RAYMOND JAGODZINSKI, move to send a warning letter to the homeowner of 213 B regarding decorative wreath attached to the brick.

SECONDED: ROSS GEORGE

7 YES 0 NO MOTION CARRIED

X. ADJOURNMENT:

A motion was made by RAYMOND JAGODZINSKI and seconded by ROSS GEORGE to adjourn the meeting.

7 YES 0 NO

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,

JANE NICOCIO

Secretary, Dana Point Condominium Board of Directors

DANA POINT CONDOMINUM ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 27, 2013

MINUTES

L OPEN FORUM

Eleven homeowners present

II. CALL TO ORDER: The Board of Directors Meeting was called to order by Janet Nuccio, Secretary, at 7:05 p.m.

III. ROLL CALL – DECLARATION OF QUORUM:

Present: Janet Nuccio, Raymond Jagodzinski, Jean Dimpfl, Ross George, Paul Johnson, Janis Pinkerton, Marilyn Courier

Also present: Laurie Wishnoff, Regional Director for Lieberman Management Services
Lisette Ray, Property Manager, Lieberman Management Services

Absent: Angie Simic, Carol Guydan, Scott Koch, George Pierce

IV. APPROVAL OF MINUTES

A, November 28, 2012

MOTION: A motion was made by RAYMOND JAGODZINSKI and seconded by ROSS GEORGE to adopt the minutes of the November 28, 2012 meeting.

7 YES 0 NO MOTION CARRIED

V. TREASURER'S REPORT:

Treasurer, Raymond Jayedzinski, gave the following report:

TOTAL ASSETS: \$ 536,346.00

TOTAL LIABILITY: \$ 503,700.00

TOTAL RESERVES: \$ 32,638.90

DANA POINT CONDOMINUM ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 27, 2013

MINUTES

VI. COMMITTEE REPORTS

ELECTION COMMITTEE: Chairperson for 2012, Jean Dimpfl, gave a report on the 2013 annual election

BID REVIEW COMMITTEE: After review with the Board, it was determined that a Bid Review Committee will be set up to work with management

VII. OLD BUSINESS

A. Fire Alarm Monitoring

MOTION: I, JANIS PINKERTON, move to approve the contract with Tyco Integrated Systems (formerly ADT) for the installation of new radio monitors in all buildings and monitoring service at a guaranteed first year cost of \$4,860.00. SECONDED: ROSS GEORGE

7 YES 0 NO MOTION CARRIED

VII. NEW BUSINESS

A. Triennial Real Estate Tax Appeal

MOTION: I, ROSS GEORGE, move to approve the Elliott & Associates contract to contest the real estate taxes on behalf of all Dana Point owners on a contingency fee bases of 21% of the first years' tax savings. SECONDED: JANIS PINKERTON

6 YES 1 NO (*the No vote was cast by Jean Dimpfl*) MOTION CARRIED

B. Extermination

MOTION: I, JANIS PINKERTON, move to approve the contract from Aerex Pest Control for the exterior barrier treatment services around all buildings in the amount of \$1,700. SECONDED: RAYMOND JAGODZINSKI

7 YES 0 NO MOTION CARRIED