



CONDOMINIUM ASSOCIATION  
1519 EAST CENTRAL ROAD  
ARLINGTON HEIGHTS, ILLINOIS 60005  
(847) 228-5176 • Fax (847) 228-5190

## **Owners 2013 Annual Meeting & Election of Directors** **Call & Notice**

Dear Dana Point Home Owner:

The upcoming Dana Point Condominium Association's Annual Meeting and Election will be held at the **1515 E. Central Road, 4<sup>th</sup> Floor Social Room; Arlington Heights, IL 60005 - on Saturday, January 26, 2013.**

### **Important:**

If you choose to attend the meeting to vote; registration will begin at 9:30 a.m. The meeting will be called to order at 10:00 a.m.

**Enclosed you will find your election package.** This package includes:

- A. Annual Owners Meeting Agenda
- B. 2012 Annual Meeting Minutes
- C. The 2013 Candidates Profiles
- D. Official Dana Point 2013 Ballot (one per unit);
- E. Ownership Slip which shows your name, address and percentage of ownership and
- F. A STAMPED return envelope to mail in your Ballot

Since proxy voting has been abolished, it is your responsibility to vote for those individuals you wish to be on the Board. In the past, proxies were often collected from homeowners and those who collected said proxies were able to vote on your behalf. This is your opportunity to vote for the candidates you want elected.

Regardless of the number of candidates running for the Board or if you choose not to vote, your returned ballot is needed to meet the governing document's 20% quorum requirement for the Saturday, January 26, 2013 Annual Meeting of Owners.

If 20% of the Ownership quorum requirement is not met, the existing Board members will remain in accordance with the governing documents until a subsequent Annual Meeting & Election can be called.

### **Dana Point Instructions for Voting:**

You can either follow the voting instructions or attend the Annual Meeting to cast your vote.

### **I choose to attend the Annual Meeting to vote:**

**DANA POINT CONDOMINIUM ASSOCIATION**  
**OWNERS ANNUAL MEETING & BOARD ELECTION**

1515 E. Central Road  
4TH Floor Social Room  
Arlington Heights, IL 60005

**SATURDAY, JANUARY 26, 2013**

REGISTRATION BEGINS AT 9:30 A.M.  
MEETING CALLED TO ORDER AT 10:00 A.M.

**AGENDA**

1. CALL TO ORDER
2. DECLARATION OF QUORUM
3. INTRODUCTION OF BOARD
4. FLOOR MOTION TO APPROVAL OF THE JANUARY 28, 2012 ANNUAL MEETING MINUTES
5. FLOOR MOTION TO APPROVE IRS TAX REVENUE RULING 70-604 RESOLUTION
6. FLOOR MOTION TO APPROVE THE NEXT ANNUAL MEETING DATE
7. PRESIDENT'S STATE OF THE ASSOCIATION REPORT
8. INTRODUCTION OF CANDIDATES
9. ELECTION COMMITTEE'S RECOGNITION OF ELECTION JUDGES
10. CASTING OF BALLOTS: 10:15 A.M. – 10:45 A.M.
11. RECESS FOR TABULATION
12. ESTABLISH TIME TO RECONVENE THE OWNERS ANNUAL MEETING TO ANNOUNCE ELECTION RESULTS
13. THE NEW DIRECTORS ELECTION OF OFFICERS OF THE BOARD
14. ADJOURNMENT

**\*\* DRAFT \*\***

**DANA POINT CONDOMINIUM ASSOCIATION  
ANNUAL HOMEOWNERS MEETING  
January 28, 2012**

**MINUTES**

- I. **CALL TO ORDER:** The Annual Homeowner Meeting was called to order at 10:00 AM by Angie Simic. Also present were Jean Dimpfl, Ray Jagodzinski, Paul Johnson, Jean Russell and Lou Ruttkay.

Representing Property Specialists, Inc, (PSI) was Janice Costa, Property Manager, Kurt Kojzarek, Director of Operations Planning and Sue Kuhnle, Associate.

- II. **DECLARATION OF QUORUM:** A quorum was declared with over 40% of the ownership present either in person or ballot (20% is required).

- III. **INTRODUCTION OF BOARD:** Angie introduced those members present at the meeting.

- IV. **APPROVAL OF 2011 ANNUAL MINUTES:** A motion was made by Robert Bartuch and seconded by Bill Sheridan to approve the minutes dated January 15, 2011 as presented. The motion passed unanimously.

- V. **APPROVAL OF IRS TAX REVENUE 70-604 RESOLUTION:** A motion was made by Robert Bartuch and seconded by Mary Bartuch adopt the IRS Tax Revenue Resolution 70-604 as presented. The motion passed unanimously.

- VI. **APPROVAL OF 2013 ANNUAL HOMEOWNERS MEETING DATE:** A motion was made by Marlene Winters and seconded by Marilyn Courter to accept January 26, 2013 as the next Annual Homeowners Meeting date. The motion passed unanimously.

- VII. **PRESIDENT'S STATE OF THE ASSOCIATION REPORT:** See Exhibit A (attached).

**TREASURER'S STATE OF THE ASSOCIATION REPORT:** See Exhibit B (attached).

- VIII. **INTRODUCTION OF CANDIDATES:** The following homeowners were introduced as candidates: Jean Dimpfl, Ross George, Carol Guydan, Ray Jagodzinski, Paul Johnson, Janet Nuccio, Janis Pinkerton, Jean Russell, Lou Ruttkay and Angie Simic.

**DANA POINT CONDOMINIUM ASSOCIATION**  
**Annual Homeowners Meeting**  
**January 28, 2012**  
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- IX. ELECTION COMMITTEE'S RECOGNITION OF ELECTION JUDGES:** The following owners were recognized and thanked as Election Judges: Marilyn Courter, Char Darr, Eileen O'Connell, Bill Sheridan, Bridget Sullivan and Bob Williams.
- X. CASTING OF BALLOTS:** Angie stated that ballots would be cast from 10:15 AM until 11:30 AM.
- XI. RECESS FOR TABULATION:** At 10:15 AM, Angie announced that the Annual Homeowners Meeting would recess until approximately 12:00 PM to allow for tabulation of the ballots.
- XII. RESULTS AND ELECTION OF NEW OFFICERS OF THE BOARD:** At 12:50 PM the Annual Homeowners Meeting was reconvened. The following homeowners were announced and present as being elected to the Board of Directors: Jean Dimpfl, Ross George, Ray Jagodzinski, Janis Pinkerton, Paul Johnson, Janet Nuccio, Angie Simic, Jean Russell and Lou Ruttkay. Elected but absent from the meeting were Kathy Collins and Carol Guydan.

**ELECTION OF NEW OFFICERS:**

Lou Ruttkay nominated Paul Johnson for President. Paul accepted the nomination. Janet Nuccio nominated Angie Simic for President. Angie accepted the nomination. By a written ballot vote of six (6) to three (3), Angie Simic was elected President.

Janis Pinkerton nominated Janet Nuccio for Secretary. Janet accepted the nomination. Lou Ruttkay nominated Jean Russell for Secretary. Jean accepted the nomination. By a written ballot vote of six (6) to two (2), Jean Russell was elected Secretary.

Ross George nominated Ray Jagodzinski for Treasurer. By unanimous vote, Ray was elected Treasurer.

- XIII. ADJOURNMENT -** A motion was made, seconded and unanimously carried to adjourn the Annual Homeowners Meeting at 1:05 PM.

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Secretary

Submitted By: Sue Kuhnle, Recording Secretary

**PRESIDENT'S REPORT**

I would like to thank the 2011 Board members for their participation and it looks as though most of us will be working together once again in 2012. Thank you to all the candidates for volunteering to serve and thank you to those homeowners who participated on committees. Thank you to Janice Costa and Sue Kuhnle for their competent work at our management office. Thank you to Sam, Juan and Manuel, our knowledgeable and hard-working maintenance team.

I would like to give special thanks to Ray Jagodzinski for his work as Treasurer and Bid Review Committee Chairperson. His knowledge and efforts are invaluable. Thank you to Janet Nuccio for serving as Secretary and keeping track of motions and votes during meetings.

The end of 2011 brought an end to another very busy and costly year - the 1505 and 1405 curtain walls were completed, the parking lot between buildings 2 and 5 was completely replaced, there were some parking lot repairs, 7 balconies were completely replaced and most will be completed once the weather cooperates. The flood of July 2011 proved to be very difficult for a lot homeowners as well as the Association. The Association incurred total losses of \$ 50,000.00.

Projects for 2012 will bring additional balcony repairs and/or replacements, new roofing, some tuckpointing, replacement of all generators and other small and large projects.

As with any older property, things need to be replaced and repaired. There are still a number of projects that needs to be done in the next several years. The only logical way to complete these projects is through solid long-term planning and prudent financing. The 2012 Board will continue the difficult task of developing and following long-term financial planning for upcoming projects.

The maintenance of the property, inside and out, is a continuing costly and necessary undertaking. All of these things are necessary in order to continue keeping Dana Point a beautiful and desirable place to live.

I would like to take this opportunity to encourage all homeowners to participate on committees. Committees will be posted soon. Participation on a committee will give you the opportunity to participate in providing recommendations to the Board. Don't accept conjecture, rumor or innuendo as fact. Please attend Board meetings or committee meetings and read the Board minutes that are posted in the mail rooms shortly after a meeting to get the facts.

Let's make this year another good one. Thank you.

**2011 – FINANCIAL YEAR IN REVIEW**

As we move into 2012, we can confidently state that the total financial condition of Dana Point is very strong indeed, as we concluded 2011 with reserves (net worth) of approximately \$600,000. Let us review some of the highlights of 2011.

Operating expenses have been kept under control by the Board with the assistance of Property Specialists, Inc. and its Dana Point representative, Janice Costa, our Property Manager. Expenses in 2011 were \$27,000 less than in 2010 - \$1,311 million vs. \$1,338 million. We had a surplus in operating revenue over expenses of \$108,000 even after taking into account \$50,000 in expenses related to the July Rainstorm and subsequent flood. As we go forward, the Board will continue to monitor expenses very closely.

Since 2005, we have had an extraordinary period of large capital expenditures amounting to \$5,834,000 or about \$833,000 per year paid with regular and special assessments. We are coming to the end of that period with no major new capital expenditure projects in view at this time.

Even though our country has been devastated by the collapse of the housing bubble and the subsequent recession and foreclosure crisis, Dana Point has been very fortunate. In the last four years, assessments (including the recent three year Special) have totaled \$9.2 million. During that period we have had to write off only \$15,000 in Bad Debts. There is another \$35,000 set aside for this purpose which covers more than our outstanding past 30 day receivables.

In summary, we are in a very strong and healthy financial position. This opinion is confirmed by the Mount Prospect State Bank which has extended a \$600,000 line of credit to Dana Point.

We enter 2012 with great confidence for a successful New Year.

Submitted by:

Ray Jagodzinski – Treasurer

## DANA POINT 2013 ELECTION CANDIDATE PROFILES

(In Alphabetical Order)

**Marilyn Courter:** Dana Point resident for 35 years. Served on the Board 2007/2008. BA University of Wisconsin. 44 years at United Airlines, retired in 2012. Final position project manager; requirements included organizational skills, setting priorities and excellent business sense. Now that I am retired, I would like to devote my time and skills again to ensure a positive future for Dana Point.

**Jean Dimpfl:** We continue to improve Dana Point in ways that are visible and some that are not. I'm happy to have had a part in making Dana Point a beautiful and safe place to live. As Landscape Chairman, we recruited volunteers to keep our plants hydrated and they came through the summer well. I would appreciate owners allowing me to continue.

**Ross George:** I am a long time resident of Dana Point and a Board Member for the last three years. I would like to continue to use the knowledge and experience I have gained on the Board and my years of accounting experience to help improve the complex while practicing the principles of fiscal conservatism.

**Raymond Jagodzinski:** B.A. University of Illinois, M.A. University of Chicago. Over 25 years of experience in Hotel Management. It would be my honor to put my last few years of condo Board knowledge and experience at the service of and for the continuing improvement of our home, Dana Point.

**Paul Johnson:** Current Director, this retired CFO is a champion for Owners' rights, obeying condo laws and prudent spending. Please re-elect me and then attend Board and Committee meetings to better understand the reasons behind my often minority vote. Join my effort by volunteering to be a Committee Member – you may enjoy it!

**Scott Koch:** 15 year resident is concerned over the value of our condominium versus comparative properties. We are blessed with a unique combination of quality land, building and lifestyle amenities that very few complexes possess. Our current board has been slow to adapt to policies that would enhance and level the playing field in the condominium marketplace.

**Janet Nuccio:** As a current Board Member, I served as Chairperson for the Bid Review Committee, reviewing the contracts and bids from various contractors for work in our complex. I have been very proactive in other Board related matters as well and always look for ways to compromise on debated issues. My passion is to keep Dana Point the jewel that it is today.

**George Pierce:** Owner and proactive resident since 1990. Previous Board Member for 13 years. My expertise as a multi-unit property manager for the past 14 years has benefited Dana Point in the past and is now needed for the future.

**Janis Pinkerton:** I am submitting my name to the ballot for the 2013 Board of Directors. If elected for the 2013 term, I would look forward to working with the new management company to help ensure a smooth start of 2013. As always, I would continue to always keep the homeowners best interest and always keep an open mind.

**Angie Simic:** I have been a devoted and active Board Member for a number of years. As owners, we each have an investment not only in our units, but in the property as a whole. My service is rooted in teamwork – not personal agendas. My commitment is to maintain and improve Dana Point in the most efficient manner possible.



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1519 EAST CENTRAL ROAD  
ARLINGTON HEIGHTS, ILLINOIS 60005  
(847) 228-5176 • Fax (847) 228-5190

### **DANA POINT ELECTION RULES:**

Rules regarding Mail-In Election of Directors for the Dana Point Condominium Association read as follows:

Adopted August 13, 2007, Dana Point's rules have been promulgated in accordance with Section 18(b)(9)(B) of the Illinois Condominium Property Act (765 ILCS 605.18(b) et. Seq.), governing mail-in election procedure.

### **NOMINATION OF A CANDIDATE FOR THE POSITION OF DIRECTOR:**

Any Owner may be a candidate for the Board. In the event that an Owner is a legal entity, such as a corporation, partnership or a trustee under a land trust, a candidate for director may be a beneficiary, an officer, partner or employee of such entity. Note, however, in the event of a dispute, candidates may be required to verify that they are qualified by exhibiting written documentation acceptable to the present Board or its duly authorized Committee.

Since all candidates will be elected by mail-in ballot, no candidate nominating applications will be accepted after the deadline for submittal, nor will nominations be accepted from the floor.

A nomination is official when made in writing to the Dana Point Condominium Association, c/o its on-site Property Manager, 1519 East Central Road, Arlington Heights, IL 60005. All applications must be postmarked or received no later than 5:00 p.m. on the deadline date for submittal.

**NOTICES:** The Board shall give the Owners not less than twenty-one (21) days' prior written notice of the deadline for inclusion of a candidate's name on the ballots. The deadline shall be no more than seven (7) days before the ballots are mailed or otherwise distributed to the Owners and the ballots shall be mailed or otherwise distributed to the Owners not less than ten (10) nor more than thirty (30) days prior to the election meeting.

**MAIL-IN BALLOTS:** All Mailed Ballots must be received in the management office before 5:00 PM on the day before the Owners Annual Meeting.

**ELECTION COMMITTEE:** An Election Committee has been or will be appointed to monitor the election and count the ballots.

**ELECTION AND THE CASTING OF BALLOTS:** At the Annual Meeting, all ballots will be tabulated and the results will be announced. All ballots will subsequently be distributed and returned for tabulation, under the supervision of the Election Committee.



**PROXY VOTING:** Absolutely no proxies will be accepted.

**VOTING:** For each election of members to the Board of Managers, a voting member may cast his vote for each vacancy on the Board. Voting members must cast a separate ballot for each unit represented by the particular voting member and votes will be tabulated based upon the percentage of ownership. Ballots shall be retained by the Association for a period of one year.

All ballots will be sent out with a return envelope; an envelope marked "Official Ballot," and a slip marked "Name," "Unit Number," "Percentage of Ownership," and "Signature".

The ballots shall include all names of candidates who submitted timely notice of their candidacy and shall give the person casting the ballot the opportunity to cast votes for candidates whose names do not appear on the ballot.

The completed ballot shall be placed in the secret "**Official Ballot**" envelope and sealed. The slip with the name, unit number, percentage of ownership and signature will be placed in the return envelope along with the sealed "official Ballot" envelope and returned to the Association on or before the deadline. Ballots received (not postmarked) after 5:00 p.m. on the day prior to the election meeting will be marked void.

**TABULATION:** Following the election deadline, the ballots will be kept in a secure place, unopened, until the Annual Meeting, where they will be opened, tallied and the aggregate vote totals determined for each nominee. All candidates for office may be present during the tabulation of ballots.

**REVOCATION OF MAIL-IN BALLOT:** At the Annual Meeting, prior to the call to order of official business, any Owner may revoke his mail-in ballot. If an Owner opts to revoke his ballot, it shall be marked "void" and then the Owner will have the option of filling out a new ballot.

**RESULTS OF ELECTION:** As soon as the results are known, the names of the individuals elected will be announced. The candidates receiving the highest number of votes for the vacancies shall be elected **for a ONE year term (AS DEFINED IN THE DECLARATOINS ARTICLE VI SECTION 6.1 BOARD OF MANAGERS, PG 10).** The ballots, voting member designation cards and lists, and the results of the election (including the master tally sheets) will be kept for a period of one year. After the results have been announced, the Board of Managers shall convene as soon as possible to elect officers for the next year.

**CAMPAIGN RULES:** All campaign literature shall be signed by the proponents thereof (by name) and may be delivered to the various Owners in person between the hours of 9:00 a.m. to 6:30 p.m., or by mail.

**NO LITERATURE SHALL BE POSTED IN OR AROUND THE BUILDING(S).**

If you choose to attend the Annual Meeting to cast your vote please bring your Ownership Voting Slip and Dana Point's 2013 Official Ballot with you.

Missing or Misplaced Ballots: Dana Point 2013 Replacement Should you have lost or misplaced your Ballot, a replacement Ballot can be requested when you register at the meeting.

**I choose to Vote by Mail:**

If you choose to vote by mail, you need not attend the annual meeting, but are welcomed to do so.

- A. Verify that your Official 2013 Dana Point Condominium Ballot's percentage of Ownership is the same Percentage of Ownership printed on your Voter's Registration Slip.
- B. Each Unit May Submit One Ballot.
- C. Make your selections on your Dana Point 2013 Official Ballot as instructed with an **X** or **✓**. You may also write in candidates not already listed.
- D. Each Unit is allowed a **MAXIMUM OF ELEVEN (11) VOTES** including any **WRITE IN CANDIDATES**. Ballots that contain **MORE THAN** a total of **ELEVEN (11) VOTES** including write in candidates **WILL VOID THE BALLOT** and will not be counted.
- E. Cumulative voting is not permitted. Only One Vote may be cast for a candidate. Ballots that contain **MORE THAN ONE VOTE FOR ANY ONE CANDIDATE**, including write in candidates **WILL VOID THE BALLOT** and will not be counted.
- F. **PLACE YOUR OFFICIAL BALLOT & SIGNED VOTING SLIP INTO THE ENCLOSED BALLOT ENVELOPE, SEAL AND RETURN AS INDICATED.**

OFFICIAL  
BALLOT

+

SIGNED  
OWNER'S  
SLIP

Into

Dana Point Return Envelope  
MARKED OFFICIAL BALLOT

- G. Either mail or hand-deliver to the Dana Point Condominium Association Management Office, 1519 E. Central Road, Arlington Heights, IL 60005. Your sealed envelope will be opened by an Election Judge on the day of the election to protect your anonymity of voting choices.
- H. **In Order for your Ballot to be counted ALL MAILED OR DELIVERED BALLOTS INCLUDING OWNER'S SIGNED VOTING SLIP MUST BE RECEIVED** at the 1519 E. Central Rd., Arlington Heights, IL. Dana Point Management Office **by 5PM ON FRIDAY, JANUARY 25, 2013.**

Sincerely,  
BOARD OF DIRECTORS



CONDOMINIUM ASSOCIATION  
1519 EAST CENTRAL ROAD  
ARLINGTON HEIGHTS, ILLINOIS 60005  
(847) 228-5176 • Fax (847) 228-5190

## DANA POINT OWNER'S 2013 VOTING SLIP

UNIT ADDRESS:

PERCENTAGE OF OWNERSHIP: 0.00154

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*Your Signature is required for your Ballot to be counted*

Leave stapled your Dana Point Owner's 2013 Voting Slip to your Mailed in  
Ballot

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### Dana Point's 2013 Voting Slip & Instructions

#### VOTING SLIP INSTRUCTIONS

PLEASE LEAVE YOUR OWNER'S 2013 SIGNED VOTING SLIP STAPLED TO THE ATTACHED BALLOT. The Owner's Sealed Envelope will be opened by an Election Judge on the day of the election. Your Voting Slip & Ballot will be separated by an Election Judge to protect your anonymity of voting choices.

#### BALLOT RETURN DUE DATE

In Order for your Ballot to be counted the Association's Election Rules require ALL MAILED OR DELIVERED BALLOTS INCLUDING OWNER'S SIGNED VOTING SLIP MUST BE RECEIVED at the 1519 E. Central Rd., Arlington Heights, IL. Dana Point Management Office ON OR BEFORE 5:00 PM ON FRIDAY, JANUARY 25, 2013.

#### QUORUM CALL:

Regardless of the number of candidates running for the Board or if you choose not to vote, your returned ballot is needed to meet the governing document's 20% quorum requirement for the January 26, 2013 Annual Meeting of Owners.

THANK YOU FOR VOTING & MAILING YOUR RETURN BALLOT ENVELOPE



CONDOMINIUM ASSOCIATION  
1519 EAST CENTRAL ROAD  
ARLINGTON HEIGHTS, ILLINOIS 60005  
(847) 228-5176 • Fax (847) 228-5190



Dana Point  
Corporate Seal

ANNUAL MEETING DATE: SATURDAY, JANUARY 26, 2013  
PERCENTAGE OF OWNERSHIP: 0.00154

## **2013 DANA POINT ELECTION BALLOT**

<b>DECLARED CANDIDATES</b> (In alphabetical Order)	<b>VOTE</b> <b>X Or ✓</b>
1. Marilyn Courter	
2. Jean Dimpfl	
3. Ross George	
4. Raymond Jagodzinski	
5. Scott Koch	
6. Janet Nuccio	
7. George Pierce	
8. Janis Pinkerton	
9. Paul Johnson	
10. Angela Simic	
11.	

  

<b>WRITE IN CANDIDATES</b> Please PRINT OWNERS NAMES Legibly	<b>VOTE</b> <b>X Or ✓</b>
12.	
13.	
14.	

### **BALLOT RULES:**

1. Each **Unit** May Submit One Ballot.
2. Each Unit is allowed a **MAXIMUM OF ELEVEN (11) VOTES** including any WRITE IN CANDIDATES. Ballots that contain MORE THAN a total of ELEVEN (11) VOTES including write in candidates WILL VOID THE BALLOT and will not be counted.
3. Cumulative voting is not permitted. Only One Vote may be cast for a candidate. Ballots that contain MORE THAN ONE VOTE FOR ANY ONE CANDIDATE, including write in candidates WILL VOID THE BALLOT and will not be counted.
4. In Order for your Ballot to be counted all MAILED OR DELIVERED BALLOTS INCLUDING OWNER'S SIGNED VOTING SLIP MUST BE RECEIVED at the 1519 E. Central Rd., Arlington Heights, IL. Dana Point Management Office by 5:00 PM ON FRIDAY, JANUARY 25, 2013.