

St. Lukes Lofts Condominium Association, Inc.
Board of Directors Meeting
September 17, 2012
6:00 PM

I. Call to Order/Roll Call

The meeting was called to order at 6:03 pm. Board Members present were Joan Brucha, Rachel Klein, Aubrey Ardema, Sarah Zottola, and Christine Mougin. Representing ownership was Chris Maciejewski, and Bill and Paula Kurtz. Representing St. Charles Town Company were Beth Amore and Jenny Karlan.

II. Approval of Meeting Minutes

July, 9 2012: Minutes were approved via email.

III. Financials

2nd Quarter Financials: So everyone has more time to review, the financials will be approved via email.

IV. Manager/Engineer Reports

Beth provided a report which included a list of accomplishments. Items addressed included; a bid to evaluate the corroded piping was received, the building dryer vent cleaning was scheduled, SCTC worked with the insurance company to ensure the building is compliant with fire safety, the south side windows were caulked, the exterior stucco was examined for hail damage, a belt on the make-up air unit was replaced as part of SCTC maintenance rounds and reminder notices were sent out regarding pet courtesy and the moving procedures.

V. New/Old Business

Plumbing/Engineering Update: A bid was presented to the board for a metallurgist to examine sections of the plumbing and prepare a diagnosis. The board asked clarification on work presented.

Building Security: The board would like to schedule several walkthroughs with security vendors. SCTC will work on scheduling the walkthroughs.

Dryer Vent Cleaning: The dryer vent cleaning was scheduled for the building and SCTC received responses from all units but one.

Mopeds & Motorcycles: There are several spots in the parking garage designated for mopeds and motorcycles. The board discussed charge to rent these spots. Aubrey Ardema motioned to

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charge \$300/yr starting January 1st, 2013 for the use of the parking spaces; Joan Brucha seconded. All were in favor.

Reserves Project Schedule: A list of future projects for the building was presented to the board. The board will discuss these projects via email.

2013 Budget: A draft of the 2013 budget was presented to the board. The board will approve the budget via email.

New Board Members: Both Zach Randall and Stan Meacham have resigned for the board. The board introduced the newly appointed board members, Christine Mougin and Sarah Zottola.

Maintenance Items: The board presented a list of items they'd like addressed by SCTC. These items include repainting the front benches, landscaping in front of the building, flower planters belonging to a unit, changing the door code, changing sediment filters, removing graffiti on the property and updating contact information.

VI. Homeowners Forum

Window Issues/Weather Stripping: Several homeowners expressed concern about the weather stripping on their windows and other window issues. SCTC will contact a vendor regarding this.

Vent Cleaning: A homeowner expressed concern about the vent cleaning appointments and vendor's access to the dryer vents. SCTC will be onsite during this project and inspect the work of the vendor.

Bank Account Access: An owner mentioned that at another HOA community, the Board had online access to review the bank statements. Beth said she would work with the accounting department at SCTC to see if that is a possibility.

2013 Directory: A unit owner expressed interest in setting up a directory for the building. SCTC will send out information to other homeowners in the building.

VII. Schedule next Meeting

The next meeting will be scheduled electronically.

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VIII. Adjournment

The meeting adjourned at 8:02 pm