



# **Park Tower** CONDOMINIUM ASSOCIATION

5415 N. SHERIDAN ROAD • CHICAGO, IL 60640 • (773) 769 3250 • FAX (773) 769 0047 • [www.ptcondo.com](http://www.ptcondo.com)

May 14, 2018

## **2018 ANNUAL MEETING NOTICE Monday June 11, 2018 at 7:30PM**

Dear Unit Owner,

The Park Tower Condo Association's 2018 Annual Meeting of the Unit Owners will be held on Monday June 11<sup>th</sup>, 2018, at 7:30pm, in the 2<sup>nd</sup> Floor Party Room at 5415 North Sheridan Rd., Chicago, IL, 60640. Owners are welcome and strongly encouraged to attend and participate in the meeting.

At the Annual Meeting, the Association will hold an election to fill two positions on the Board of Directors for two year terms. The meeting requires a minimum 20% presence of unit owners for quorum, either in person or by proxy. To participate via proxy, please follow the enclosed instructions and either return a signed and dated proxy form in the addressed envelope (to the auditing firm Picker and Associates), or have the individual you assign as proxy attend the meeting with the form. For owners of multiple units, a proxy form for each unit is enclosed.

Owners attending the annual meeting can be counted towards quorum and vote with a ballot to be provided at the meeting. The Association's auditor, Picker and Associates, hired to tabulate the vote and certify the results of the election, will register all ballots for use at the election. To receive ballots at the meeting, owners and proxy holders will need to bring a current government issued picture ID to confirm their identity.

The election will be conducted by 'Secret Ballot'. Ballots shall be marked only with the percentage of ownership for the unit, and the list of candidates and lines for write-ins. The auditor will register the ballots to owners and proxy holders who attend the meeting. They will also assign ballots to any proxy forms mailed without another individual assigned as proxy.

Owners who cannot attend the meeting and instead use the proxy form, can either assign another individual as proxy (where indicated), or leave it blank and mail the form in. The auditors will assign and cast a ballot as indicated on the form. If a vote is not exercised on the proxy form, your unit's percentage of ownership will only be counted towards quorum.

(over)

Owners of record who submitted Candidate Application Forms by the May 4, 2018 deadline are listed as candidates on the proxy and ballots. There are blank spaces for write-in candidates. Nominations for additional candidates can be taken from the floor at the meeting. Candidates listed on the proxy have agreed to abide by the 'Board Election Rules' from the Park Tower Condominium Rules and Regulations Handbook. Included in the 'Board Election Rules' are the policies on campaigning, solicitation, and advertisement. Please contact the Management Office if you would like a copy. Information submitted by each candidate is enclosed for consideration. The candidates have also been invited to speak at Meet the Candidates events:

**Saturday June 2<sup>nd</sup> 11am – Candidate Meet and Greet**

**Wednesday June 6<sup>th</sup> 7pm – Meet the Candidates Night**

The candidate "Meet and Greet" event is intended as an informal gathering to meet, mingle and discuss issues in person with the candidates. The "Meet the Candidates Night" is intended as a more formal group meeting, chaired by a non-participating Board Member or an individual selected by the Board. Candidates will answer questions from members of the audience. Each of these events will be held in the 2<sup>nd</sup> Floor Party Room at 5415 North Sheridan Road, Chicago, IL, 60640.

Owners who cannot attend the events are invited to email questions in advance to [parktowercondo@draperandkramer.com](mailto:parktowercondo@draperandkramer.com). We will forward these questions to the meeting chair for consideration, and respond with the answers once they are made available. We encourage owners to attend these informative gatherings to meet the candidates and discuss issues with them.

Due to the nature of these events, it is likely a quorum of the current Board will be present and may be discussing business related to the operation of the Association. Voting on resolutions will not take place and minutes will not be kept. However, consistent with the Association's Bylaws and applicable law, since a quorum of Board Members is anticipated, **please consider this formal notice of a Board Meeting** at the **above** dates and times.

Please contact the Management Office if you have any questions regarding the Annual Meeting, proxy form, voting procedure or any other election related business.

Respectfully,



Timothy Patricio, LCAM  
Property Manager  
Park Tower Condominium Association

# 2018 Annual Meeting and Board Election Park Tower Condo Association

## Exercising A Proxy Form

Owners who cannot attend the meeting in person, June 11<sup>th</sup>, 2018 at 7:30pm in the Park Tower Party Room, may participate in the Annual Meeting and Election by completing a proxy form.

**Each unit owner will receive one blank Proxy Form (enclosed) for each unit owned. There are two (2) candidates listed running for two (2) positions, as well as spaces provided for write in candidates. For each proxy, you may cast up to two (2) votes as depicted below.** Vote with 'whole' numbers (1 or 2) without exceeding a total combined of three (3) votes. No fractional votes are accepted. The two (2) candidates receiving the most votes will be elected to serve terms of 2 years each. If you indicate no votes, as in "Example #4", your percentage of ownership will only be counted towards the meeting quorum.

Name	Example #1	Example #2	Example #3	Example #4
<u>Winston Churchill</u>	<u>1</u>	_____	<u>1</u>	_____
<u>Stan Lee</u>	<u>1</u>	<u>2</u>	_____	_____
<u>(space for write in)</u>	_____	_____	_____	_____
<u>(space for write in)</u>	_____	_____	<u>1</u>	_____
<u>(space for write in)</u>	_____	_____	_____	_____
<hr/>				
Total Votes:	2	2	2	0

The auditing firm **Picker and Associates, LLC**, is contracted by the Board of Directors to conduct vote tabulation and certify the results of the 2018 election. If you leave the space toward the top of the Proxy Form blank (where indicated), they will cast a ballot on your behalf, with the votes you exercise on the form. If you do not vote on the Proxy Form, they will only count your percentage of ownership towards quorum. You must **sign and date** where indicated.

Please seal the completed proxy form(s) in the enclosed envelope, add postage, and drop in the mail. Or, a lock box will be provided at the doorman's station in the Park Tower lobby. Only the auditors have keys to this box to gather the Proxy Forms. If you intend to use this lock box instead of the mail, please seal Proxy Forms in the enclosed envelope and drop in the box.

If you designate a proxy, but wish to change your vote, you may do so. The Proxy Form with the latest date will be recorded. Should you be able to attend the annual meeting, you may also change your desired vote by casting a ballot at that time. You must bring a current government issued picture ID to sign out a ballot at the Annual Meeting.

Additional Proxy Forms are available by request from the management office.

**BE SURE TO SIGN AND DATE YOUR PROXY!**

Thank you for participating in the election process.

**PROXY FORM**

**Park Tower Condominium Association  
2018 Annual Meeting and Election**

Owner: \_\_\_\_\_  
Unit Number: \_\_\_\_\_

**KNOW ALL BY THESE PRESENT** that the undersigned Unit Owner of the Park Tower Condominium Association, an Illinois not-for-profit Corporation (the "Association"), does hereby constitute and appoint as my primary proxy \_\_\_\_\_ and in the primary proxy's absence, or if I have failed to designate a primary proxy, Picker and Associates LLC., as my secondary proxy, the attorney and proxy (the "Proxy") of the undersigned, with full power of substitution, for and on behalf and in the name, place and stead of the undersigned, to attend the 2018 Annual Meeting of Unit Owners of the Park Tower Condominium Association and any adjournments thereof, and thereat to vote all of the percentage interest of the Association standing in the name of the undersigned, or which the undersigned may be entitled to vote, upon such business as may properly come before said meeting, as fully as the undersigned might or could do if personally present, hereby ratifying and confirming all that said Proxy shall lawfully do or cause to be done by virtue hereof, and hereby revoking any proxy or proxies heretofore given by the undersigned to vote and act at such meeting; provided, that the Proxy shall cast my votes for election of members of the Board of Directors of the Association as follows:

<u>Candidate</u>	<u>Number of Votes</u>	
<u>Kenneth Anderson</u>	_____	<b>You may cast up to two (2) votes. Cumulative voting <u>is</u> permitted, so more than one vote may be cast for a candidate. However, fractional votes are <u>not</u> permitted. If you cast no votes, but return this form signed and dated, the unit percentage of ownership will be counted towards quorum.</b>
<u>Monique Fouant</u>	_____	
_____	_____	
_____	_____	
_____	_____	

TOTAL = No more than 2

\_\_\_\_\_  
Signature of Unit Owner

On this the \_\_\_\_\_ of \_\_\_\_\_, 2018  
Day Month

\*\*\*\*\*  
**IMPORTANT:** Each Proxy must be dated and signed or it will be voided. You may cast a total of two (2) whole number votes totaling no more than two (2). Cumulative voting is permitted, so more than one vote may be cast for a candidate. Fractional votes are not permitted. If you cast more than two (2) votes, your Proxy will be voided. If you cast no votes, your unit's percentage of ownership will be counted towards quorum.



## KENNETH ANDERSON

### STATEMENT OF QUALIFICATIONS FOR BOARD POSITION

Since purchasing a unit and moving into Park Tower in 2012, I have been an active participant in issues relevant to improving and maintaining the condominium building and quality of life for residents. I regularly attend Board meetings and volunteer to join committees when I believe my experiences and background qualify me to make a beneficial contribution.

#### Experience and Participation in Park Tower Board and Management Issues:

- **2012-Present: Owner/Resident**, Unit 3106
- **2014-2015: Member, Rental Policy Committee**. This committee developed and recommended policies to reduce and maintain Park Tower rentals at 30% of building units.
- **2016-2017: Member, Declaration & By-Laws Committee**. This committee developed a list of amendments to Park Tower Declaration and By-Laws for approval of Park Tower Owners. The list of proposed amendments was voted on by owners in 2017.
- **2014-Present: Chairperson, Health Club Committee**. This committee has overseen the complete renovation, upgrading and improvement of the Park Tower Health Club facility. This committee continues to be active in Health Club oversight.
- **February 2018-Present: Board Member**, Temporary Appointment to fill Board Vacancy

#### Life's Experiences which are relevant for Park Tower Board membership:

- **Chicago Native**. Born and raised in Chicago and Chicago area.
- **Returned to Chicago 2012 and moved into Park Tower**.
- **MBA** from University of Chicago.
- **Director Corporate Planning**, Automotive Parts Manufacturing Company (Deerfield IL).
- **Vice President Finance**, Privately-owned Property & Casualty Insurance Company (Miami FL).
- **Managing Director, German Subsidiary**, Biomedical Products Company (Boca Raton FL and Frankfurt Germany).



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## CANDIDATE APPLICATION FOR 2018 BOARD ELECTION

### General Instructions:

1. Complete Section A: Nominee Information
2. Complete Section B: Statement of Qualifications
3. Complete Section C: Candidate Agreement
4. Hand deliver the completed application to the office by Friday May 4th, or via:
  - US MAIL: Park Tower Condominium Association  
5415 N. Sheridan Road  
Suite 107  
Chicago, IL 60640
  - FAX: 773-769-0047
  - E-MAIL: parktowercondo@draperandkramer.com

### SECTION A: Nominee (Please print or type)

MONIQUE M. FOUANT                      4701                      mmfoua@gmail.com  
 Name    Unit #    E-Mail Address

### SECTION B: Statement of Qualifications (May attach one page resume)

### SECTION C: Candidacy Agreement

I MONIQUE M. FOUANT (Print Name) acknowledge willingness and agree to be nominated as a candidate for the office of Director of Park Tower Condominium Association, and serve in that capacity for two years if duly elected at the 2018 Annual Meeting on Monday June 11, 2018. By signing below, I certify that I am an owner of record and agree to abide by the 'Board Election Rules' from the Park Tower Condominium Rules and Regulations handbook and acknowledge I can be disqualified from candidacy, with any votes cast for me voided, should I be found to be or have been in violation of the 'Board Election Rules'.

Dated: 4/30/18 Signature: Monique M. Fouant

**COMPLETED APPLICATIONS MUST BE RECEIVED IN THE MANAGEMENT OFFICE NO LATER THAN 5:00PM FRIDAY MAY 4, 2018 WHETHER MAILED, FAXED, EMAILED, OR HAND DELIVERED.**



## **Monique M. Fouant**

**Unit 4701**

**Candidate Seeking Re-Election for the Park Tower Board of Directors**

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Having served on the PTCA Board for the last two years, I would like to continue working with my fellow Owners, Board members, and Management at maintaining our community's quality of life by continuing the necessary repairs and improvements to maintain our nearly 50-year-old building while balancing our financial obligations. Despite having large maintenance projects that were needed due to the building's age or were required by government regulations, we have never had a special assessment and have seen stability in our assessment increases, which have not exceeded 3.5%. I will continue to work diligently to continue this trend and to strengthen our financial reserves. I believe we have an excellent Property Manager and Board which is demonstrated most recently by the amount of work done by the Property Manager and volunteers on the Declaration and Bylaws committee that enabled the sale of 12C thus eliminating the debt incurred from lost assessments of 12C.

Having been a resident owner for 27 years, I love the building for its beauty, amenities, proximity to the lakefront and public transportation as well the surrounding vibrant and diverse neighborhoods. I have served as First and Second Vice President and regularly attended Board meetings. I have also served as Board liaison to the Health Club committee and the Green Committee. To increase my skills to support the Park Tower Condo Association, I have taken training classes with ACTHA (Association of Condominium, Townhouse, and Homeowners Associations) covering topics that support the operation of a condominium association. Classes included the following topics: 1) Administration of an Association [proper reporting and communication], 2) Governance of an Association [board member responsibilities] 3) Physical Aspects of the Association [major repair/replacement scheduling, capital projects] 4) Risk Management of an Association [risk reduction and insurance coverage]. Over the next year, I will complete the two remaining classes: Financial Aspects of an Association and Meetings/Elections of an Association.

### **Professional Background**

I earned a Ph.D. in pathology from Virginia Commonwealth University and began working in the pharmaceutical business for 30 years as a toxicologist in drug safety assessment. Currently I work through various contract research agencies as a consultant and medical/regulatory writer preparing documents for clients to submit to the FDA.

### **Community Involvement**

Outside of Park Tower I am an active member at my church and served as chairperson of the social justice committee, which focuses on violence prevention and homelessness in our community here in Edgewater.