



# Park Tower CONDOMINIUM ASSOCIATION

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## Board of Directors Meeting Minutes May 11, 2020

**Meeting Location:** ZOOM.com Online

**Call to Order:** 7:52pm

**Members Present:** Michael Parrie  
Monique Fouant  
Cheryl Ronnett  
Jean Shamo  
Sheldon Atovsky

**Management:** Dave Barnhart, Property Supervisor  
Timothy Patricio, Property Manager  
Tricia Bulaclac, Assistant Manager  
Christopher Rayburn, Assistant Manager

### Closed Session (6:30pm Via ZOOM.com Online due to national health emergency)

The Board of Directors met in closed session to discuss Unit Owner account related matters, violations of the rules and regulations, and personnel matters.

### Open Session

Social Commission chair Sheldon Atovsky confirmed the Annual 4th of July Party has been cancelled. As any further events are considered, information will be posted. They will plan a meeting via Zoom in the future.

### Board Report

Board President Michael Parrie reported that following the recommendation of health professionals and for everyone's safety, the Board is requiring all residents to wear a face covering in the common areas of Park Tower. If a resident observes someone not wearing a mask, then please do not confront them, but inform management of date, time, and location. Management will review surveillance and follow up.

He also reported the annual meeting is coming up on Monday, June 8th. Due to the current pandemic, the meeting will probably be held on ZOOM. He urged all Owner to fill out the proxy forms mailed out via US mail and either mail them in the return envelope, or drop them off in the election box by the doorman station before the annual meeting time. The Association needs all owners to please vote so that we have a quorum and avoid a costly second election.

### Action Items

#### Closed Session Business

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution to deny a Unit Owner's request to remove a fine for excessive smoke odor.

After a motion by Michael Parrie, seconded by Sheldon Atovsky, the Board of Directors voted unanimously in favor of a resolution to deny a Unit Owner's request to remove fines for excessive noise disturbance.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to fine 9 unit owners \$100 for not having proof of insurance, and may double thereafter for each subsequent month, up to the maximum fine of \$1,000, until adequate proof of insurance is provided.

After a motion by Michael Parrie, seconded by Jean Shamo, the Board of Directors voted unanimously in favor of a resolution to fine a Unit Owner \$350 for an unauthorized move.

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution to deny a Unit Owner's request to remove the \$550 registration fee following purchase of the unit.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to grant a Unit Owner's request to waive the 30-day owner notice to management of garage termination due to a hardship.

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors voted unanimously in favor of a resolution to deny a Unit Owner's request to remove their late fees.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to deny a unit owner's request to waive the 30-day owner notice to management of garage termination.

### **Minutes – Board Meeting March 9, 2020**

After a motion by Sheldon Atovsky, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Monday April 13, 2020.

### **Face Covering Requirement**

After a motion by Jean Shamo, seconded by Sheldon Atovsky, and discussion, the Board of Directors voted unanimously in favor of a resolution to approve a policy supporting compliance with the present State of Illinois requirement to wear face coverings or masks in public, and defining public to include Park Tower Condominium Association common areas, and that after two confirmed violations a Unit Owner can be fined \$25 after a notice and opportunity to attend a hearing of the Rules Commission, and the fine is to be doubled each time up to \$200 for continued confirmed violations.

### **Pest Control Procedures**

After a motion by Sheldon Atovsky, seconded by Cheryl Ronnett, and discussion, the Board of Directors voted unanimously in favor of a resolution to direct Management to return to routine pest control efforts and scheduling as may be deemed necessary by Management, and provided the appropriate social distancing is done and personal protective equipment such as face coverings are worn.

### **Re-opening Discussion**

Discussion of the City and State's phased re-opening plans was held, and how business and activities at Park Tower were being considered as it relates to these efforts.

No motions were deemed necessary at this time.

### **Support Animal Request**

After a motion by Cheryl Ronnett, seconded by Jean Shamo, and discussion, the Board of Directors voted unanimously in favor of a resolution to approve a request by a Unit Owner for a support animal.

## Health Club Jacuzzi Repairs

After a motion by Monique Fouant, seconded by Sheldon Atovsky and discussion, the Board of Directors voted unanimously in favor of a resolution to approve repairs to the Park Tower Health Club jacuzzi platform and replacement of the tilework, as proposed by MPD Construction Group, at a cost not to exceed \$16,980.

## Business Reports

### Treasurer's Report

Board Treasurer Jean Shamo reviewed financial data for the month.

Operating assets at the end of March 2020 totaled \$1,453,743 and the Reserve Fund totaled \$1,808,140 a total of Cash and Investments of \$3,261,883.

Total Operating Revenue for March 2020 was reported as \$529,821, total Operating Expenses were \$368,965, net garage income was \$10,967, a contribution to the Reserve Fund was reported as budgeted at \$149,258, and that resulted in a net Total Surplus for March 2020 of \$22,565.

### Management Report

Property Manager Tim Patricio reviewed current business and activities of interest, including the status of tower window washing, upcoming repairs to the entry canopy, and the planned HVAC outage to accommodate planned repairs to the main heat-exchanger valve, and the most recent sales activity.

## ADJOURNMENT

After a motion by Sheldon Atovsky, seconded by Monique Fouant, the Board of Directors voted unanimously in favor of a resolution to adjourn the May 11, 2020 Board Meeting at 8:54PM.

*Michael Parrie*

Michael Parrie, Board President

*6/8/2020*

Date

*Sheldon Atovsky*

Sheldon Atovsky, Board Secretary

*6-8-20*

Date