



Park Tower CONDOMINIUM ASSOCIATION

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Board of Directors Meeting Minutes Monday December 14, 2020

Meeting Location: ZOOM.com Online

Call to Order: 7:39pm

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

Management: Dave Barnhart, Property Supervisor
Timothy Patricio, Property Manager
Jacquie Smith, Assistant Manager
Robin McGee, Office Admin

Open Session

Board President Michael Parrie called the meeting to order and confirmed a quorum of Board Members were present via ZOOM.

Commission Reports

Social Commission Chair, and Board Secretary Sheldon Atovsky reported the group continues their 2 on-going activities – *Zoom-101* where we offer individual and/or group instruction on how to use Zoom and *Match-Ups* where people interested in the same things are matched up. He reported there are several match-ups that are working, including Beginning Spanish, Conversational Spanish, Conversational French, Learning Russian in trade for Teaching English, and Reading plays over Zoom. They will monitor these match-ups to help them succeed.

On November 17th the group held the Zoom event *Cultural Diversity: Exploring Implicit Bias*, second in the series begun on October 7th. He reported a vigorous, deep, open, respectful and successful discussion among 13 people. The next discussion in this series is *Cultural Diversity – Equality and Equity* and will take place, via Zoom, on Thursday, January 14th, at 7:00 pm, with more discussions of this type are in the works.

Also coming up, a second discussion of *Aging Well at Park Tower* is in the planning stages with the hope of bringing it forth in the New Year.

He stated the next meeting of the Social Committee will be January 21st at 11:00 am.

ASCO Liaison and Board Member Cheryl Ronnett provided an update. Neighborhood plantings for the season were completed. Also, obviously construction is underway at the new development across from 5445 and 5455. She said police are ticketing the parkers along Sheridan who are taking advantage of the construction barricade. So parker beware. Also, with Wing Hoe now closed, the expectation is work will begin relatively soon on that lot.

Board Report

On behalf of the Board, Michael Parrie invited owners to a Special Meeting of the unit owners to discuss the proposed budget. This is scheduled to be held prior to the regular Board meeting on Monday, January 11, 2021. An official notice will be mailed to all owners the week of December 21st. He thanked management, the acting chief engineer, the plumber, and budget & finance commission member Becky Rossof for providing the Board with input and feedback on what is needed for next year. He thanked Board Treasurer Jean Shamo for chairing the budget meetings and keeping the group on task. A proposed assessment increase of 3.4% will be considered for the next fiscal year.

The Board would like to remind owners to please consider contributing to the Park Tower Employee Holiday fund to recognize our 36 employees who have made our building safe and clean during this difficult year. The deadline has been extended to Wednesday, December 23. Thanks to those owners and residents who already donated.

He also thanked Board 1st Vice President Cheryl Ronnett for her years of service as she steps down and moves away from Park Tower next month. Cheryl has been committed to attending many Board meetings prior to being on the Board, and since being appointed, has provided us with a valuable business perspective when we make decisions. In addition, Cheryl has been Park Tower's ASCO representative and Board liaison to the newsletter commission. She will be sorely missed by all of us at Park Tower and we wish her the best in her new journey.

Finally, on behalf of the Board he wished everyone a happy holiday season and a much better 2021!

Action Items

Closed Session Business

After a motion by Michael Parrie, seconded by Jean Shamo, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine 3 unit owners \$50 for the first month, to double thereafter for each subsequent month, up to a maximum fine of \$200, for new occupants not attending the new residents' meeting via zoom.

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine 25 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 Sheldon Atovsky, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to fine a unit owner \$200 for a laundry room disturbance, which may double thereafter for each future occurrence, up to the maximum fine of \$1,000 per event.

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to deny two unit owners monetary requests for garage damage claims.

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve a unit owner's request for a support animal per the Board attorney's recommendation, pending the response to follow up questions to the attorney.

After a motion by Michael Parrie, seconded by Cheryl Ronnett, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve a unit owner's request for a support animal only if the Board attorney recommends such action.

Minutes – Board Meeting November 7, 2020

After a motion by Sheldon Atovsky, seconded by Jean Shamo, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Saturday November 7, 2020.

Minutes – Board Meeting November 9th, 2020

After a motion by Sheldon Atovsky, seconded by Cheryl Ronnett, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Monday November 9, 2020.

Minutes – Board Meeting November 14th, 2020

After a motion by Sheldon Atovsky, seconded by Jean Shamo the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Saturday November 14, 2020.

Minutes – Board Meeting November 21st, 2020

After a motion by Sheldon Atovsky, seconded by Jean Shamo the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the minutes from the Board Meeting held on Saturday November 21, 2020.

2021/2022 Proposed Budget

After a motion by Jean Shamo, seconded by Sheldon Atovsky, and discussion, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to accept the draft of the proposed Park Tower Condominium Association Budget for the 2021/2022 fiscal year, and hereby directs Management to mail the document in its entirety to all Park Tower Condominium Association Unit Owners for the required review period and for their consideration, as well as a notice for a Special Meeting of the Unit Owners to be held prior to the January 11, 2021 Board of Directors Meeting for the purpose of Unit Owner discussion of the proposed budget, as required prior to the Board of Directors considering formal adoption.

Updated 22.1 Disclosure

After a motion by Cheryl Ronnett, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the 22.1 disclosure as drafted for November 2020.

Unit Owner Request – Leasing Policy Exception

After a motion by Jean Shamo, seconded by Cheryl Ronnett, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to grant the rental exception requests for the Unit Owners of 3705 & 5502, for one year.

Garage Project Change Order

After a motion by Sheldon Atovsky, seconded by Cheryl Ronnett, and discussion, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve Garage Project Change Order #2, as proposed by Monson Nicholas to separate the entry/exit ramp from the other planned phases to complete independently, at the proposed added expense of \$9,520.

Construction Request

After a motion by Michael Parrie, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve the remodeling plans of unit 2601, as submitted by the unit owner, following the recommendations of the chief

engineer as outlined in their written specifications and in accordance with the Rules and Regulations and remodeling guidelines of the Park Tower Condo Association.

Treasurer's Report

Board Treasurer Jean Shamo reviewed key details from the October 2020 Balance Sheet and Statement of Income & Expenses from the Habitat Company.

At the end of October 2020, Operating assets totaled \$1,220,130 and the Reserve cash and investments were \$2,496,346, for a total of cash and investments of \$3,716,476.

October 2020 Revenue and Expenses included Total Operating Revenue of \$562,277, Total Operating Expenses of \$399,274, Income From Garage of (\$272), and a Contribution To Reserve of \$149,258, resulting in a Surplus for the month of \$13,474.

Management Report

Property Manager Tim Patricio reviewed current business and activities of interest, key Monthly Activity Report items, the Engineer's Report for the month and recent sales activity.

ADJOURNMENT

There being no further business, after a motion by Cheryl Ronnett, seconded by Monique Fouant, the Board of Directors of the Park Tower Condo Association voted unanimously in favor of a resolution to approve adjournment of the December 14, 2020 Board Meeting at 8:27PM.

Michael Parrie
Michael Parrie, Board President

1/11/2021
Date

Sheldon Atovsky
Sheldon Atovsky, Board Secretary

1-11-2021
Date