

# Hinman House Condominium Association

Managed by

Heil, Heil, Smart & Golee, Skokie, IL 60077

847-866-7400

## Minutes of the November 16, 2016 Monthly Board Meeting

**Convened:** 7:02 pm

**Present:** *Board Members:* L. Forman, T. Holmes, D. Lequar, B. Lewandowski, J. Rutigliano, H. Voeks. *Absent:* M. Snyder. *From Heil & Heil:* J. Taylor.

**Minutes:** The Board approved the minutes of the October 19, 2016 Monthly Board Meeting with changes.

**Treasurer's Report:** The Board approved the October 31, 2016 Treasurer's Report with changes.

The Period Ending	10/31/16
Monthly Income	\$49,715
Monthly Expenses	\$55,405
Bank Account	\$46,557
Financial Reserves	\$472,702
Window Replacement	(\$229,002)
Loan Balance	

The financial reserves currently include the special assessments collected for the window replacement project.

**General Subjects and Management Report:** Legal proceedings are continuing against a unit owner in arrears. The Board asked Management to follow up with a unit owner who is on a payment plan. If the unit owner does not catch up by December 15, the account will be sent to collections.

A tax appeal reduced our tax assessment by \$69,728. The Association will pay the legal fee for the appeal.

**Elevator Modernization Project:** Upgrading of the east elevator is proceeding with all deliberate speed.

**2017 Budget:** The proposed 2017 budget will be sent to unit owners for comment. The Board will adopt the budget at the December meeting.

The Board voted to make a payment of \$40,000 towards the principal on the window replacement project loan, to re-amortize the loan at the same interest rate and to authorize the Treasurer to sign the appropriate documents.

**Hallway Redecoration Project:** The Decorating Committee evaluated five proposals. They narrowed the field to two, both with solid references. They also visited several sites where the firms have done work. The final proposals and color schemes are being worked out. The Committee is also looking into replacing the light fixtures. These fixtures will have LED bulbs. They will find out if a ComEd rebate is available for the switch to LED bulbs.

The project is scheduled to begin in February 2017. It will start in the lobby and then work down from the eighth floor.

**Bedbugs:** The Board finalized the Demand Letter that will be sent to the non-cooperative unit owner listing the steps the unit owner must take to allow proper cleaning and extermination to take place. The letter will be sent shortly. If the unit owner does not agree to the terms of the letter or reneges on them in any way after agreement, the Association will immediately initiate legal action. The cleaning and extermination will be at the unit owner's expense. If the Association is forced to take legal action, its legal costs will be charged to the unit owner.

**Closed Session:** The Board was in closed session from 8:00 pm to 8:45 pm.

**Adjourned:** 8:50 pm

Recorded by:  
Joe Rutigliano  
Board Secretary