

Museum Park East Umbrella Association

BOARD OF DIRECTORS MEETING

MINUTES

Monday January 24th 2011

6:30 pm

Club House Meeting Room

- I. Call to Order**
- II. The Board approved the minutes from the December 6, 2010 Meeting**
- III. The Financial Report was delivered by Lou Lutz of Legum&Norman Midwest.**
- IV. Community Manager Steve Deshler delivered the Management Report**
- V. Old Business**
 - a. The Board voted to approve revised Rules and Regulations for the Umbrella provided some language modifications suggested by Board member Sue McErlean are incorporated in the document. A rule requiring visitors using the 30 minute parking zones to report to the nearest Tower will remain.**
 - b. The Board was presented with more options for Clubhouse exterior signage to better identify the building. The Board chose a design (see Attachment A) and directed the Property Manager to get bids for consideration.**
 - c. The Property Manager updated the Board on efforts to improve the Clubhouse security system.**
 - d. Board members asked the Property Manager to provide a spreadsheet of activities for the 2011 Block Party so that volunteer assignments can be made.**
 - e. Board President Bob Trcka reviewed 2010 Association activities. (See attachment B)**
- VI. New Business**
 - a. The Board voted to approve an agreement with Picker & Associates for the 2010 audit.**
 - b. The Board reviewed flooring replacement proposals for the fourth floor of the Clubhouse and asked that the Community Manager gather more ideas about carpet/tile combinations that will work well with the pool entrances.**
 - c. The Property Manager reviewed snow removal activities. Since more than half of the snow melt supply has been exhausted the Board asked that more be ordered.**
- VII. In Home Owners Forum questions were asked about parking rule enforcement, in light of the Rules and Regulations adopted.**
- VIII. Next Open Meeting Date February 23rd.**

Attachment A



Attachment B

2010 Umbrella Board Accomplishments

- Replaced broken pavers and leveled the paver surface on 13th Street between Tower III and Tower IV as well as a section of Prairie Avenue between Tower I and the Clubhouse. Negotiated cost sharing with Tower IV on the 13th Street portion of the work which saved the Umbrella \$3,000. Also repaired and replaced broken sidewalks and curbing at several locations on the property.
- Routed and filled cracks in the asphalt driveway surface around Tower I.
- Redesigned the landscape at the corner of 13th Street and Prairie adjacent to Museum Pointe, leveling the parkway areas. The north parkway now has pavers and decorative planters and the south parkway has artificial turf and serves as a dog area. The project solved a water drainage problem and is now mostly maintenance free.
- Added landscaping to the southeast corner of Tower I.
- Completed fire stopping in the Tower II garage adjacent to the Clubhouse. This prevents fire and smoke from penetrating into occupied areas in the event of a fire in the garage.
- Completed a paver patio in front of the Clubhouse to be used by the Market in warm weather months as an outdoor café. The owner of the Market paid for half of this installation.
- Replaced pool heater elements to ensure that the water temperature can be maintained at 85° early and late in the season when the air temperature can be cool. Increased efficiency helped hold down costs.
- Installed new and larger safety signage around the pool area.
- Employed a new pool filter medium that enables a reduction in the use of algaecide.
- Installed a new card reader to allow easier stroller access to the pool entry door. This was done with in-house engineering using an existing device to save costs.
- Initiated a warranty claim for repairs to the pool deck membrane to stop water leaks into the Tower II garage.
- Held the first annual Block Party for Museum Park on Prairie Avenue on June 5th. Charged vendors exhibitor fees up to \$500 to help defray costs.
- Through the use of automatic dimmers and CFL lighting electricity costs were reduced bringing the category in under budget. The 2010 budgeted amount for electricity was \$81,000. The actual spent was \$55,455.49 for a savings of over \$25,000.
- Efforts were made to reduce HVAC costs over time by upgrading equipment and balancing the thermostats throughout the Clubhouse building.
- Completed audits for 2007,2008,&2009
- Instituted security coverage for clubhouse on the weekends.
- Hired a pool management company to provide pool attendants, improving service, limiting costs, improving supervision & reducing worker comp fees.
- Initiated new procedures in snow removal to use less salt on the property resulting in reducing the loss of parkway grass and lowering costs. Also purchased salt in

bulk to get a better price. The budgeted amount for 2010 snow removal was \$45,000. The actual spent was \$17,211.48 for a savings of almost \$28,000.

- Created a web site with all Association documents on line. The site also has all the forms needed to reserve the Party Room and to purchase a Clubhouse membership.
- Instituting a recycling program for all Umbrella associations.
- Negotiated a three year contract with Lakeshore waste to provide trash removal and recycling services at no increase in 2011 and limited to no more than 3% increases in 2012 and 2013.
- Establishing a pet committee to begin dialogue with pet owners and incorporated their ideas into new rules regarding pets in the community.
- The pest control program was expanded to cover all outdoor areas in the Umbrella to provide better protection.
- Worked with the Chicago Water Department to address a mistake in billing by the city which resulted in a meter output being charged to the Association five years late. Other meters had not been read in two years. The Association was able to get fines removed from the late billing and established payment plans on four accounts over two years so that budgeting could be regularized over 2011 and 2012.