

**Minutes of Meeting
Board of Directors
Villas of South Commons Condominium Association
December 3, 2007**

A meeting of the Board of Directors of the Villas of South Commons Condominium Association, Deerfield, Illinois was called to order by the President at 7:10 p.m. at the Deerfield Library in Deerfield, Illinois.

Board Members Present

Jacob Rosenfeld, President
Stuart Cook, Vice President
Beth Levine Erickson, Secretary

Also present was Robin Marcus of Chicagoland Management and Debbie Riley, Recording Secretary.

Approval of Minutes of September 17, 2007

A motion was made by Mr. Cook to approve the minutes of September 17, 2007. The motion was seconded by Mr. Rosenfeld and the motion was carried.

Secretary's Report -- There was no Secretary's Report.

Financial Report – The financial report was read.

Balance as of 10/01/07		\$ 2,000.91
Receipts through 10/22/07	10,261.95	
		\$ 10,261.95
Disbursements through 10/31/07:		
Vendors	11,047.67	
Bank Transfer	<u>892.50</u>	
		\$ 11,940.17

Ending Balance 10/31/07		\$ 332.69
		=====
Villas of South Commons		
Reserve Balances – Morgan Stanley		<u>\$ 94,569.20</u>
Total Reserves		<u>\$ 94,569.20</u>
		=====
Total Cash and Equivalent		\$ 94,891.89
		=====

Management Company Report:

Property Operations: Since the last Board of Director's meeting the snow removal contractor Rocco Fiore was selected. The revised contract is enclosed. The cost will be \$20,000 for the season. Sidewalks and driveways will be shoveled and plowed in the early morning in the event that the sidewalks are slippery. The contract remains the same regardless of amount of snowfall. Mr. Rosenfeld motioned to accept the contract and Mr. Cook seconded the motion. Motion carried.

Meeting with ER James: The Board of Director's and Management met with the developers and foreman from ER James to ask for reimbursement for the repairs relating to the exterior wall leaks and the stair reconstruction. The Association also brought up the deterioration of the fence. The Board, Management, and the representatives from ER James then proceeded to the property to investigate these issues. A meeting between Robin and Jay was scheduled for the following Friday along with roofing and fencing contractors to try and solve the Association issues brought up at the initial meeting.

At this meeting, the roofing contractor inspected and caulked the flashings of 2 units. On unit 482 S. Commons Ct., the roofer found the window sill is pitched the wrong way and there was a hole where water can infiltrate. Jay stated he would get back to Robin with a proposed solution. After speaking further with Jay on this particular issue, he stated that he arranged for a brick layer to meet with us to resolve the problem.

On a separate subject, fencing contractor is scheduled to meet with Robin and Jay on November 30, 2007 to address and resolve several fencing issues. Management was advised that during the forceful winds experienced during the Thanksgiving Day holiday, the fence is now leaning in several areas.

Another item discussed was that the owner of unit 531 accumulates mud and debris on the sidewalk in front of their steps leading to their unit. As most are aware, Rocco Fiore trenched this area earlier this year in efforts to minimize the water accumulation in front of 531. However, it appears that the ground has somewhat leveled (trench), and the run off is not draining as well as it should. The representative from ER James stated that the Association could install a retaining wall (such as edging or a small curb) or install grass closer to the tree so that when it rains, the water would soak into the ground instead of the dirt and water ponding at the stairs. Robin has a bid from All American Fence to put the fence back up.

Garage Heaters: Attached to the Management Report was a bid from ARO Services to provide labor and materials to install 240V heater with a thermostat on the garage ceiling and a vent in order to help prevent pipes from freezing. The cost would be \$1,220.00 per unit. The bid is being solicited because there were several unit's that experience water damage from frozen pipes. The particular pipe that is in question is the bathroom drain line which runs along the exterior wall above the garage.

ARO Bid: Also discussed was ARO Services bid to sand, prime and paint the shutters throughout the property. The total cost for this is \$2,688.00. The Board tabled this issue until next Spring.

Radon Testing and Mitigating: Management has been instructed to make arrangements to have Mr. Reid's unit tested for Radon and report the findings to the Board. Management has contacted Know Radon to perform the test. Set up time for the test is about one hour, and the testing time is 48 hours. Management will have the results within a week after the test has been completed. The cost per unit for testing is approximately \$100.

Delinquencies: The current aging statement was provided to the Board.

Approval of Budget: Robin Marcus asked the audience if they had any questions with regard to the budget. A participant of the audience questioned the Board as to how effectively they were soliciting bids for various projects. Mr. Rosenfeld explained that he treats these issues as if they were his own personal costs alone. For a normal project the Board gets at least 3 bids to compare from and in emergencies they proceed as quickly as possible.

Another visitor felt that when distributing the budget for approval to unit owners it would be helpful to attach a comparison from the previous year in order to compare line items. Mr. Cook explained that the Board uses this method of comparison and an example is the recent snow plow contract whereas the Board has elected to go with a set fee contract as opposed to a per push fee. The Board has also held off on signing the 2008 landscape contract with Rocco Fiore in order to have some negotiating as Mr. Fiore will have a vested interest in providing satisfactory snow plowing services.

Mr. Rosenfeld brought up the three main budget items addressed which were snowplowing, landscaping and leaks.

With regard to landscaping an amount will be addressed with Rocco Fiore and he will be asked to let the Board know exactly to what extent at that fee he will be able to enhance the property.

With regard to ER James and their reimbursing and addressing the issues of leaks, James claims that they were not contacted by unit owners in the past with regard to these problems. ER James initially recommended Redmond for these repairs. The Board will have to weigh if a claim is worth making with regard to legal expenses and what they will recoup.

Mr. Cook explained that the assessments will go up 15% this year as in past years the property was assessed way too low to build an adequate reserve fund to cover emergencies and problems. The early board did not allot for these expenses as the property was newly constructed.

Mr. Rosenfeld motioned for approval of the budget and Mr. Cook seconded the motion. Motion carried.

Open Forum: Items addressed during this session were as follows:

1. Dirt in front of property and the pooling problems.
2. Water streaking on the windows below the window sills. The streaking was initially repaired with sponge and caulk and they are now streaking again in different areas.
3. Unit 503 to be contacted regarding their window problem to see if the repair previously made is still under warranty.
4. Excessive speed people are driving throughout the complex. A reminder letter will go out to all unit owners as to speed limits, etc. A reminder in the same letter will address cars being moved off the streets during snowplowing and the fact that there is a no parking rule in the By-laws for car parking in the back alleyways.
5. A unit owner addressed that his sump pump storm drain was broken and that maybe neighbors might be affected. Robin Marcus encouraged the unit owner to call his neighbors.

Ms. Marcus then thanked everyone for coming.

Next Meeting of Board – The next meeting of the Board of Directors will be held on Thursday, February 21, 2008 at the Deerfield Library at 7 p.m.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,
Deborah Riley, Recording Secretary--