

**Minutes of Meeting  
Board of Directors  
Villas of South Commons Condominium Association  
February 25, 2008**

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, Debbie Riley, Recording Secretary and guests Paul Erickson, Larry Nordell and Jen Vaickus new owner of unit 504.

**Approval of Minutes of December 3, 2007**

A motion was made by Mr. Cook to approve the minutes of December 3, 2007 with an omission on page 2 under Garage Heaters of the last two sentences in the paragraph. Mr. Rosenfeld seconded the motion and the motion was carried.

**Management Report –**

**Property Operations:** Since the last Board of directors meeting the board approved a compilation of the Association's financials for year end December 31, 2007. Frost, Ruttenburg & Rothblatt will perform the compilation. Ms. Levine-Erickson motioned to ratify using Frost, Ruttenburg & Rothblatt to perform the compilation and Mr. Rosenfeld seconded the motion. Motion carried.

**Radon Testing and Mitigation for Other Units:** Management recommends that a letter be sent to all unit owners with basements recommending that they have their basements tested for radon gas in the Spring. Management has contacted Know Radon and the charge for this service is \$150.00 for the 1<sup>st</sup> monitor and \$25.00 per each additional monitor. Installation of the monitor will take around ½ hour. The monitoring time is 48 hours and to remove the monitor will take at least 20 minutes. During the monitoring time doors and windows need to be closed. The only exception is when owners would leave their home and come back. If radon is indeed detected, the cost to mitigate the radon gas in these units should be considered as an Association expense. The cost to test these units should continue to be a unit owner's expense. Board consideration was requested.

The company VSI that mitigated unit 488 at a cost of \$1,200 for mitigation feels that up to 75% of the units with basements could have higher radon levels. Mr. Rosenfeld approved that unit owners will be responsible for the cost of testing and a precedent will be set that the Association will cover the mitigation cost if radon is found.

**Winter Pruning:** Attached is a proposal from Rocco Fiore for the winter pruning for the Association. This proposal includes cleaning out dead branches and hand pruning trees and bushes. The cost for this is \$1,388.00. Board approval requested. Mr. Cook motioned to accept the proposal and Ms. Levine-Erickson seconded the motion. Motion carried.

**Fountain Maintenance & Start Up:** Management received a renewed proposal from Landscape Concepts for fountain start up, maintenance and storage for the 2008 spring and winter seasons. This contract expense is shared equally with the three neighboring Associations, The Villas, The Rowhomes, and the Condo mid-rises. The total contract cost is \$833.00 and the Villas portion will be \$277.66 for the year. As an FYI, the fountains are stored at the Condo's buildings during the winter months. The Board approved these charges.

**Insulation of Freezing Pipes:** Attached is a proposal from John Redmond of Redmond Construction for the units that have the plumbing configuration where the pipes are exposed and are located in the exterior

wall above their garage. Mr. Rosenfeld explained that he had the process completed in his garage at a cost of \$1,826 and has had no further freezing of the pipes in his master bath.

Also included in the package is a proposal from Redmond Construction to repair the problem of ice forming in the winter and mud after a heavy rain on the sidewalk in the front of 531 South Commons.

**Clogged Drain:** Jay from ER James was out to try and unclog the 4” storm drain in the back of 483 South Commons. Jay had no success, so he contacted Bishop Plumbing to put a camera down and see if there is a broken tile or if it is just clogged. They could not get a camera down the drain. Jay is currently obtaining another bid for a solution. Jay stated he will update management within the week.

**Insurance Renewal:** The renewal from Liberty Mutual for the Workman’s Compensation is up for renewal. The cost is \$1,010. This is the same price as last year.

**Aging Statement:** An aging statement as of February 19, 2008 is attached.

**Resignation of Board Member:** Marcus DeVasconcelos has resigned from the Board. A new member will be appointed at the next Board meeting.

**All American Fence:** The invoice of \$820 from All American Fence was approved by Mr. Rosenfeld for payment.

**Painting of Shudders:** The painting of the shudders was tabled.

**President’s Report** – Mr. Rosenfeld wanted to remind all unit owners that parking is not allowed on the streets during periods when snowplowing needs to be done. Mr. Cook will look into drafting a new rule by next winter to be added to the by-laws.

**Secretary’s Report** -- Ms. Levine-Erickson brought up that 5 light bulbs are out again on the property and the subject of how the Board needs to handle this in the future. There will be discussions.

**Financial Report** – The financial report was read.

Balance as of 1/01/08		\$ 6,462.30
Receipts through 1/01/08	11,764.80	\$ 11,764.80
Disbursements through 1/31/08		
Vendors	12,278.51	
Bank Transfer	<u>892.50</u>	
		\$ 13,171.01
Ending Balance 1/31/08		<u>\$ 5,056.09</u>
Villas of South Commons		
Reserve Balances – Morgan Stanley		<u>\$ 86,694.64</u>
Total Reserves		<u>\$ 86,694.64</u>
Total Cash and Equivalents		<u>\$ 91,750.73</u>

**Next Meeting of Board** – The next meeting of the Board of Directors will be announced at a later date.

**Adjournment** – Mr. Rosenfeld moved to adjourn the meeting at 8:00 p.m. and Mr. Cook seconded the motion. Motion carried.

Respectfully submitted,  
Deborah Riley, Recording Secretary--