

**PARK BLOOMINGDALE CONDOMINIUM ASSOCIATION**  
**MINUTES OF THE BOARD OF DIRECTORS' MEETING**  
**December 14, 2016**

The Board of Directors meeting of the Park Bloomingdale Condominium Association was held on Wednesday, December 14, 2016 at the Park Bloomingdale Condominium Clubhouse. S. Elmore called the meeting to order at 7:47 p.m.

**Attendance:** Present: Joe Butera  
Gwen Ford  
Jim Ciaffara  
Chris Leon  
Gale Jenkins  
Steve Elmore (EPI)

Absent:

**Approval of Minutes –**

*Motion – Motion by C. Leon to approve the amended October 12, 2016 minutes. Seconded by G. Ford. Motion carried.*

**Guests –** No Guests are scheduled.

**Treasurer's Report –**

- C. Leon presented the Treasurer's Report as of November 30, 2016:

Current Assets –	
Checking Account	\$ 66,067.93
Accounts Receivable -	\$ 58,384.82
Other Assets -	\$ -494.49
Total Current Assets -	\$123,958.26
Other Assets -	\$ 99,985.08
Total All Assets -	\$ 223,943.34
Current Liabilities -	
Accounts Payable -	\$ 57,770.41
Other Liabilities -	\$ 37,964.97
Equity –	
Replacement Reserve	\$ -85,983.41
Net Income -	\$ 147,575.69

*Motion – Motion by C. Leon to approve the November 30, 2016 financial reports as presented. Seconded by G. Ford. Motion carried.*

**Committee Reports:**

- There were no Committee Reports.

**Finance Committee –**

- There was no Finance Committee meeting or report.

**Building & Grounds Committee –**

- There was no report from the Building & Grounds Committee.

**Communications Committee –**

- There was no report from the Communications Committee.

**Management Report –**

- **2017 Budget** - S. Elmore presented to the Board a copy of the mailing that was sent to all Members regarding the approved 2017 budget along with a Schedule of Unit Assessments, the 2017 Board Meeting Schedule and a 2017 census card form.

***Motion – Motion by J. Ciaffara to approve the 2017 Budget. Seconded by J. Butera. Motion carried.***

- **Annual Meeting** – S. Elmore presented to the Board a copy of the two annual meeting notices that were mailed to all members for the December 14, 2016 meeting.
- **Census Cards** – S. Elmore presented the Board with a copy of the census fine schedule itemizing those units that had failed to submit a census card and were subsequently fined.
- **Fire Alarm Testing** – S. Elmore presented to the Board a copy of the Fox Valley Fire Alarm Test & Certification notice attached along with repair work orders based on the inspection. S. Elmore also informed that all work had been completed except for two door access doors in the Clubhouse which need to have panic hardware installed on them (one going to the pool and something installed on the gate at the East side of the pool).
- **HUD Application** – S. Elmore presented to the Board a copy of an email relative to possible HUD recertification.

***Motion – Motion by C. Leon to approve the Association recertified by HUD. Seconded by J. Ciaffara. Motion carried.***

- **Landscape Contract** – S. Elmore presented to the Board a copy of the two year contract with Cypress Landscaping which ended on 11/30/2016. Also, presented was a copy of a letter dated November 29 stating that Cypress stopped service as of November 15, but would do one more leaf pick-up for a cost of \$1250.00. Management informed the Board that he did contact Cypress relative to the expiration date and that there should be a final leaf removal, however, there was no response. Management also informed the Board we will be deducting ½ month of fees from the final payout. Also presented to the Board was a copy of the 2017 landscape bid specifications for the Board's review.
- **Carpet Cleaning** – S. Elmore informed the Board that Anthony Steam Cleaning agreed to maintain the 2016 carpet cleaning fee the same for the 2017 at a rate of \$4373.00 (twice per annum). It was noted that the final cleaning for calendar 2016 would be in December before the Holidays.
- **Cold Water** – S. Elmore informed the Board that the unit owner of 107104 had contacted EPI to report the unit had no cold water. Bela had been out several times and a bid was received from them. Management was obtaining a 2<sup>nd</sup> opinion from Aqua Plumbing. It was noted at the meeting that Aqua City Plumbing had in fact resolved the problem and that there was cold water in the unit.

**Rule Appeals –**

- Rule Appeals were continued to Executive Session.

**Miscellaneous Correspondence –** No Miscellaneous Correspondence was discussed.

**Inspection Report –** S. Elmore reviewed the December 6, 2016 inspection report with the Board.

**Unfinished Business –** No Unfinished Business.

**New Business –** No New Business was discussed.

**Open Forum –** The meeting was opened to questions and comments from homeowners.

- Owner at 107-104 upset that there is still no cold water in her unit. It was confirmed at the meeting that in fact cold water had been restored to the unit by Aqua-Plumbing.
- Owner at 129-112 stated that the salt bucket outside the building is gone. (EPI was to replace it after the meeting).

**Motion – Motion by J. Butera to approve adjournment of the regular meeting to executive session at 8:49 p.m. Seconded by G. Ford. Unanimously approved. Motion carried.**

Meeting was re-opened from Executive Session at 8:50 PM.

**Board Election –**

- Gale Jenkins was elected as President.

**Motion – Motion by J. Butera to approve Gale Jenkins as President. Seconded by J. Ciaffara. Unanimously approved. Motion carried.**

- Jim Ciaffara was elected as Vice-President.

**Motion – Motion by J. Ciaffara to approve Jim Ciaffara as Vice- President. Seconded by Chris Leon. Unanimously approved. Motion carried.**

- Chris Leon was elected as Treasurer.

**Motion – Motion by C. Leon to approve Chris Leon as Treasurer. Seconded by J. Butera. Unanimously approved. Motion carried.**

- Joe Butera was elected as Secretary.

**Motion – Motion by C. Leon to approve Joe Butera as Secretary. Seconded by J. Ciaffara. Unanimously approved. Motion carried.**

**Motion – Motion to sustain the fines issued to 108202. Seconded. Motion was unanimously approved.**

**Motion – Motion by J. Ciaffara to approve adjournment of the meeting at 8:56 p.m. Seconded by G. Ford. Unanimously approved. Motion carried.**

**Respectfully Submitted –  
EPI Management Company, LLC**