

DOMINION PATIO HOMES CONDOMINIUM ASSOCIATION NO. 1-A
(a not-for-profit corporation)
BOARD OF DIRECTORS MEETING MINUTES
FOR MARCH 3, 2004

The following members of the Board of Directors designated in the Articles of Incorporation were present:

Preston Marks
Fred Latzke
Ron Ranieri
Dave Griffin

Four of five board members being present, a quorum was declared.

Terry Sopko also designated as a member of the Board of Directors in the Articles of Incorporation was absent.

Also present was Angel Runnion of Williamson Management.

The following members were present:

Price Sowers
Jim Mulay
Dave and Liz Nickel
Ed Stevenson
Stephen Balzano
Barbara Herlien

AGENDA:

Dave Griffin moved to adopt the Agenda. Preston Marks seconded the motion. The motion was unanimously adopted.

ELECTION OF OFFICERS:

Dave Griffin nominated Preston Marks for President of the Association. There were no further nominations for President. A vote was taken and Preston Marks was unanimously elected President.

Preston Marks nominated Ron Ranieri as Vice-President of the Association. There were no further nominations for Vice-President. A vote was taken and Ron Ranieri was unanimously elected Vice-President.

Dave Griffin nominated Fred Latzke for Treasurer. There were no further nominations. A vote was taken and Fred Latzke was unanimously elected Treasurer.

Fred Lutzke nominated Dave Griffin for Secretary. There were no further nominations. A vote was taken and Dave Griffin was unanimously elected Secretary.

PRESIDENT'S REPORT:

Comments by the President were deferred to Homeowners Open Discussion.

TREASURER'S REPORT:

The matter of transferring reserves was tabled to the next meeting.

MANAGEMENT REPORT:

The Management Report was deferred to the Homeowners Open Discussion.

NEW BUSINESS:

A discussion took place about the transfer of the assets and the obligations of the unincorporated association to the corporate association per the adoption of a resolution by the members at the November 24, 2003 meeting.

Dave Griffin moved to accept the transfer of the assets including but not limited to bank accounts, certificates of deposit and any other asset of the Dominion Patio Homes Association No. 1-A to the Dominion Patio Homes Condominium Association No. 1-A. which is a not for profit corporation incorporated on February 3, 2004. Preston Marks seconded the motion and the motion unanimously passed.

Dave Griffin moved to accept the transfer and assume the liabilities of the Dominion Patio Homes Association No. 1-A to and by the Dominion Patio Homes Condominium Association No. 1-A. Preston Marks seconded the motion and the motion unanimously passed.

Dave Griffin moved to accept the transfer of the right to and the obligation to collect the assessments from the Dominion Patio Homes Association No. 1-A to and by the Dominion Patio Homes Condominium Association No. 1-A. Preston Marks seconded the motion and the motion unanimously passed.

Dave Griffin moved to accept the transfer of the rights and obligations of the Dominion Patio Homes Association No. 1-A insurance policies to and by the Dominion Patio Homes Condominium Association No. 1-A. Preston Marks seconded the motion and the motion unanimously passed.

Dave Griffin moved that the Harris Bank be the depository for the Dominion Patio Homes Condominium Association No. 1-A funds. Preston Marks seconded the motion and the motion was unanimously passed.

Dave Griffin moved that each of the current directors, Preston Marks, Terry Sopko, Ron Ranieri, Fred Latzke and Dave Griffin, have check writing authority and the authority to transfer funds between accounts or certificate of deposits along with Jory Carrick of Williamson Management. Further two signatures are required on all checks. Preston Marks seconded the motion and the motion unanimously passed.

Dave Griffin moved to confirm the appointment of Steven R. Bloomberg, 305 Briar Cliff Road, Bolingbrook, Illinois as the registered agent and registered office of the corporation. Preston Marks seconded the motion and the motion unanimously passed.

Dave Griffin moved that the expenses of incorporation be paid up to \$500. This includes the preparation of the Articles of Incorporation, payment of fees to the Secretary of State in the amount of \$75.00 for expedited filing of the Articles of Incorporation and the fee to be paid to the Recorder of Deeds. Preston Marks seconded the motion and the motion passed unanimously.

Dave Griffin moved that the directors and officers serve without pay. Preston Marks seconded the motion and the motion unanimously passed.

HOMEOWNERS OPEN DISCUSSION

Angel Runnion informed the Board of Directors that American Decorating's proposals dated July 29 and August 13, 2003 were still open to be accepted by the Association. The total bid was \$59,508. This included the painting, wood replacement and work on the metal caps. Copies of the proposal were distributed to the Board of Directors and the members present. If a special assessment was adopted in the amount of \$59,508, members having a 3.6802% interest in the common elements would pay \$2,190.01 and members having a 3.4264% interest in the common elements would pay \$2,038.98.

The proposal was the best of three or four proposals that had been received from other contractors last year. Williamson Management is familiar with their work for other Associations and they have done good work in the past.

A discussion took place about the need for a special assessment as the reserves are not sufficient to pay for the work to be done. There are currently approximately \$28,000 in reserves. If all the reserves were used there would not be any reserve left for additional work that may be necessary such as driveways and parking lot repairs and replacement and any other major repairs such as tuck pointing, roof repair and future painting requirements.

Homeowners in attendance participated in the discussion about the work to be performed, need for the work, need for special assessment and method of financing. Price Sowers proposed that each unit owner be responsible for painting and maintaining the common elements attached to his or her unit or in the alternative that each member

pay for the amount of work done to the common elements attached to his or her unit. A discussion took place concerning that point. It was pointed out that when members purchased their unit, they knew they were purchasing a unit that was subject to the declaration and the condominium property act. Therefore, if there was a special assessment for the major repairs and replacement to the common elements, the special assessment would be paid for on the basis of each member's share of the common elements.

Next discussion took place about the method of payment if the special assessment was recommended. Various methods of payment were discussed such as one lump sum, two or three equal payments, more monthly payments or some type of financing. Angel Runion pointed out that the Contractor would need a down payment of one-half of the proposal with the remainder to be paid within 30 days of completion. After discussion the Board of Directors took up the issue of the special assessment.

SPECIAL ASSESSMENT:

A discussion took place about the need to paint the common elements, repair and replace wood and to repair the caps. The Board of Directors considered that the reserves on hand were not sufficient to pay for the work that was needed. The Board of Directors also decided that they needed to maintain a reserve level of at least \$28,000 for future repairs and replacements to the common elements. There was also discussion about the need to increase the reserves by way of increasing the monthly assessments.

Dave Griffin moved to approve the special assessment in the amount of \$59,508 to paint the wood parts of the common elements, repair and replace wood and to repair caps. Preston Marks seconded the motion and the motion passed unanimously.

Dave Griffin moved that the Board of Directors approve the Unit owners having a 3.6802% ownership of the common elements would pay \$2,190.01. Unit owners having a 3.4264% ownership of the common elements would pay \$2,038.98. The special assessment would be paid in two equal installments. The first installment would be paid on May 1, 2004 and the second installment would be paid on June 1, 2004. Preston Marks seconded the motion and the motion unanimously passed.

Dave Griffin moved that the Board of Directors schedule a meeting to take place on April 13, 2003 at 6:30 p.m. at Williamson Management's offices to adopt the special assessment in the amount of \$59,508 to paint the wood parts of the common elements, repair and replace wood and to repair caps. Unit owners having a 3.6802% ownership of the common elements would pay \$2,190.01. Unit owners having a 3.4264% ownership of the common elements would pay \$2,038.98. The special assessment would be paid in two equal installments. The first installment would be paid on May 1, 2004 and the second installment would be paid on June 1, 2004. Preston Marks seconded the motion and the motion unanimously passed.

Dave Griffin moved that the members of the Association be notified in writing that the special assessment in the amount of \$59,508 has been approved and the Board of Directors has scheduled a meeting on Tuesday, April 13, 2004 at the offices of Williamson Management to adopt the special assessment. Said notice shall be in a form to substantially comply with the requirements for the notice of a special assessment. Preston Marks seconded the motion and the motion unanimously passed.

FURTHER BUSINESS AND HOMEOWNER'S ADDITIONAL DISCUSSION

Dave Griffin move to accept the American Decorating proposal dated July 29 and August 13, 2003 in the amount of \$59,508 and the appropriate officer is authorized to enter into a binding contract. Preston Marks seconded the motion and the motion unanimously passed.

A question was raised as to who is responsible for the mail boxes. The Board of Directors indicated that the issue would have to be researched. At the next meeting, the issue will be discussed again. Members indicated that the exact type mail box is no longer available. Ed Stevenson said he replaced his mail box with the wood post at a cost of between \$35 to \$40. The mail box was as close in style to the current mail boxes as he could find. He purchased the post from the hardware store at located on Addison by Lake Street in Addison. (Note: After the meeting, Price Sowers found new tan mailbox'es (matching units) can be purchased at Home Depot for \$40 to \$50.)

Barbara Herlien has the color code for the garage doors and is willing to provide the code information.

A discussion took place concerning landscaping and securing flags to mark areas that the landscapers should not cut or trim. Williamson Management has some flags which are available at the offices of Williamson Management. The flags do not belong to the Association. Call Angel Runnion (630-787-0305 ext. 309) to secure flags. (Note: flags should be left with members of the Board of Directors to pass out.)

A discussion took place concerning the need for a new tax identification number for the Association. (Note: subsequent to the meeting, the IRS informed Dave Griffin that the new corporation would retain the old FEIN.)

A point was raised as to what happens when a member's garbage blows over the common elements. What are the procedures to be followed to ensure that the garbage is picked up? Who is to call the member? Should the call be made by a homeowner, a member of the Board or Williamson Management? This issue will have to be resolved.

Barb Herlien said the members are entitled to a special rate from Com Ed. Members can call Com Ed to determine if they are getting the rate. The special rate was supposedly based on 100% of our members having electrical heat.

Preston Marks brought up the status of the Committee to review the Condominium Declaration and make recommendations for any changes.

Price Sowers indicated he found Association records mixed with records of the other Associations. It appeared that records of our Association and either the pool and deck or the road association were mixed together. Price Sowers is in the process of reviewing the records. Price also indicated that his father had some old records. The records that were mixed with the other association(s) would appear to belong to the Association.

ADJOURNMENT

Dave Griffin moved to adjourn the meeting. Fred Latzke seconded the motion and the motion unanimously passed.

Dave Griffin, Secretary