

Paulina Court Condominium Association

Board Meeting Notes January 7, 2004

Board Members Present: Jeff Knapp, David Miller, Cynthia Styx

Unit Owners Present: Judi Brown, Rene Rafi

Guests: Alan Gold (A.P. Gold Realty/Management)

Cynthia Styx called the meeting to order at 7:10 p.m.

Balcony Repair

Cynthia requested additional details from Alan regarding balcony repair. The estimates we received included repair of all damaged balconies. The repairs will need to be coordinated with individual homeowners.

To reiterate, no special assessment will be required for these repairs. The cost has been included in the 2004 association budget.

Loose Railings and Nails

David and Rafi noticed some loose railings and nails on the back stairs. They showed these items to Alan after the meeting. Alan will ask his handyman to take a look. Provide update at February 2004 meeting.

Results of Heating Survey

Thanks to those who participated in the heating survey. The results indicate that the comfort level is good overall – and we will not be making any temperature adjustments at this time.

Alan encouraged us to make sure radiators are working properly. Some tips include:

1. The heat on any radiator should be turned all the way on or all the way off. Partial settings will break the radiator. This is extremely important to ensure that your radiators function properly.
2. Make sure heat is being generated from all sections of the radiator in a uniform manner. Run your hand above the radiator and test all sections.
3. Call Alan's office if you have questions about your radiator or feel you may have a problem with your heat.

Dryer Filters

We are encouraging all homeowners to clean their dryer filters (outside) if possible. Dirty filters can become a fire hazard. If you are unsure of how to clean the filter, feel free to contact the board at board@paulinacourt.org

Snow Removal – Back Stairs

We are also encouraging all homeowners to pitch in and clear the back stairs of accumulated snow. Cynthia will be the point person in case of a substantial snowfall where outside services are needed. Otherwise, it is our responsibility to clear snow - thanks to the volunteers who cleared the snow the weekend after new year's!

Final 2003 Budget Information

Alan's office should have final 2003 budget information available around January 15, 2004.

“How-To” Manual

The board will be working on an Operations (or “How To”) Manual. This is will contain info on items such as the parking lot gates, front gate operation, timers, lights, etc.

Monthly Cleaning of Common Areas

We are still working to hire a cleaning person to clean the common indoor areas once per month. Jeff to provide an update at February 2004 meeting.

Noise Complaints and Resolution

If you have a noise complaint, please contact A.P. Gold with details. Alan's office will be an objective facilitator and work toward an acceptable resolution for all parties.

Wexner Lien

Cynthia will check to ensure that the lien associated with property tax reduction (pre-association formation) has been removed. She will check with Jill Metz. These legal fees have been paid from the special assessment in 2003.

Future Meetings

Board meetings are held the first Wednesday of each month at 7pm in the basement of 5916. All homeowners are welcome and encouraged to attend. Individual mailings will not go out – Judi volunteered to post a notice on the bulletin boards prior to each monthly meeting. This is your forum to provide feedback and get involved with your condo community!

The meeting was adjourned at 7:50 pm.