

Paulina Court Condo Board Meeting Minutes

December 12, 2006

Board Members present: Mark Hoeve, Kathryn Hallenstein, Jeff Knapp, Judi Brown, Terry Brackney

Unit Owners present: Kate Mohill

The meeting was called to order at 7:00 P.M.

Treasurer's Report

- Judi distributed an expense/budget report with end-of-year to date totals. We have a few outstanding bills, including an insurance premium, but excluding any unforeseen expenses or emergency repairs, we are in excellent shape and still on track budget wise.
- The association reserve fund has earned \$2000.00 in interest this year due to wise investments.
- Heating expenses have been lower than anticipated for the year.
- Judi has been keeping close tabs on our vendors to make sure all bills are received and paid promptly.
- We are considering breaking our contract with the company that handles maintenance and inspection of our parking gates due to poor service and response. Judi will check with Alan Gold to investigate other companies to replace the current one.
- Recent assessment delinquencies have been low. Please remember to send in your assessment payments prior to the 15th of each month to avoid any late fees.
- \$5000.00 of our yearly contribution to the reserve fund was transferred from the operating account to the reserve account and was transferred early to earn interest. The remainder will be transferred in the spring.

New Business

Discussion of ongoing and proposed projects for 2007 and beyond:

- Bids are being taken to begin a roof replacement and insulation installment project for the 5924 stack this spring. There has been a recurring problem of water leakage and during the patching process it was discovered that the roof was not properly insulated when installed. We are proposing that at some point the entire building roof be replaced with insulation installed. This can be done in sections over time to spread out the total cost if necessary.
- Four building lintels remain to be replaced and will be scheduled as the weather permits.
- We are proposing that all stairways, including the unit doors and trim, be patched and painted. It was decided to use semi-gloss paint in two light, cream colors. Jeff and Judi volunteered to visit the paint store for paint chip samples and more information. We will use the same painters who painted the courtyard doors and entryways and hope to begin the project by late winter/early spring. **We encourage owner input on the final selection of colors, so we will post the paint color samples in each stack entry. Please forward your preferences, comments, or suggestions to any board member via email for further discussion at our next meeting.**
- Brickwork is deteriorating at the entryway to the parking lot. We'll get estimates for repair as well as repairing/replacing the rotting wood trim around the archway.
- More detailed information about the energy audit will be forthcoming in January. The individual unit survey which was mentioned at an earlier board meeting will be distributed by email to all unit owners within the next few weeks. Please complete and return the survey by the date listed. Your input will be very helpful to the energy audit! We'll have an update at our next meeting

The meeting adjourned at 8:00 P.M.

General Reminders and Paulina Court Updates

- **2006-2007 Board Roster**
President: Mark Hoeve; Vice President: Kathryn Hallenstein; Treasurer: Judi Brown;
Secretary: Terry Brackney; Members-at-Large: Sam Alden, Jeff Knapp
- Our entryways, stairways and landings are cleaned by housekeeping once a month, so please pitch in to help keep those areas clean and clutter free in between housekeeping visits. This includes disposing of any junk mail, out-dated newspapers, flyers, etc. that accumulate in the entryways and also at the front gate.
- Thanks to all who helped clear the sidewalks of snow and ice after the last snowstorm! Since we don't have a snow removal service please don't hesitate to pick up a snow shovel and dig in to clear the sidewalks whenever we have a snow cover. Shovels and salt containers are located in each stack.
- With cold weather here once again, to help prevent interior kitchen water pipes from freezing, leave the cabinet door under the sink at least partially open & occasionally run water from your fridge water dispenser so the water line won't freeze. Also, due to the cold, exterior doors don't always close completely. Make sure all doors and gates are closed after you enter/exit. The exception is the gate to the parking lot that sometimes freezes shut.
- If you have any useful information, news, community events, helpful hints, reminders, a new email address, etc. that you would like to share with your neighbors and have posted on our Paulina Court Website, please contact Khiem Tran via email at khiemtran00@aol.com.
- **We do listen! It was suggested that board meetings be scheduled during the weekend. Our next meeting will be Saturday morning, February 10th at 10:30 A.M. Reminders will be posted prior to the meeting.**
- Welcome to our new owners and thanks to all for making 2006 another great year for Paulina Court! Everyone's input and participation is important so make a point to attend the next board meeting.

Happy and Healthy Holidays!