

Paulina Court Condo Board Meeting Minutes

March 17, 2007

Board present: Sam Alden, Judi Brown, Terry Brackney, Mark Hoeve, Kathryn Hallenstein, Jeff Knapp
Unit Owners present: Deborah Atkins, Britt Johnson, Peter Kimmel, Kjerstine McHugh, Kate Mohill,

The meeting was called to order at 10:30 A.M.

Treasurer's Report

- Judi distributed the budget/expense report through February. We are on target so far for the year.
- Monthly assessment delinquencies continue to decrease but still exist.
- We have had recent increases in both insurance and trash removal expenses.
- So far we haven't experienced any electric rate increases.
- Heating expenses are about 10% higher than at this time last year
- The transfer of funds to our reserves for 2006 is complete.
- As a reminder to all owners, if you find any mail left in the entryways that is addressed to Paulina Court and appears to be official, please give it to Judi or attach it to the bulletin board in 5912.
- The treasurer's report was approved.

Old Business

- The hot water pump for 5920-24 has been replaced.
- All door locks including basement doors will be checked, cleaned and repaired if necessary. Also, the door buzzers/intercoms for 5920 and 5924 will be checked and repaired.
- The light in the parking lot will soon be replaced.
- Crumbling brickwork located at the entryway to the parking lot will be repaired when weather permits.
- The initial roof replacement/insulation project will begin with the 5924 stack once we have the final report and recommendations from the energy audit. The project should also resolve any ongoing roof leakage problems. We expect work to begin in 4-6 weeks.
- The initial phase of the energy audit was successful and the second visit will occur within a week or two. A full report will be presented to the board when the audit is completed. Thanks again to everyone who opened their homes for inspection by energy audit team!
- As of January 2007, a new Illinois state law requires that all residential units have at least one operable carbon monoxide (CO) detector installed. Please make sure that your unit CO monitor is installed and working properly. **Repair or replacement of the detectors (both smoke and carbon monoxide) is the responsibility of the owner.**

Spring 2007 Clean-Up Day

- It was decided that the date of choice is **Saturday, May 19, from 9:00 A.M. to Noon**. A number of possible projects including painting, power washing, dryer vent cleaning and planting were mentioned. Deborah Atkins volunteered to coordinate the cleaning of our dryer vents. We'll also schedule a pick-up from the Brown Elephant for anyone who'd like to donate items. More information and details will be forthcoming at the April board meeting.

New Business

- **Satellite TV**
Peter Kimmel expressed interest in installing a TV satellite dish on his roof and inquired how the pending roof replacement will affect that. After some discussion, it was decided that we'll have more information once the roof replacement is scheduled. Peter volunteered to contact a satellite provider to investigate this issue and to obtain information about the possibility of installing a satellite for use by the entire building.

Please refer to your Paulina Court rules and regulations document for more information concerning the installation and placement of TV satellite dishes.

- **Reporting Repair Issues**

In order to keep repair costs low and to have a more systematic way of reporting general repair issues, it was decided that an owner repair flow chart be devised to help determine what repairs are the responsibility of individual owners and what repair issues should be referred to either building management (Alan Gold) and/or the board. In the discussion it was also stressed that common courtesy and common sense be used when alerting board members about non-emergency repair issues. In the mean time, repair issues and problems may be addressed by sending an email to the board at: boardmembers@paulinacourt.org.

- **Stairway Painting Project**

Jeff reported on recommendations concerning paint types and colors. After viewing and discussing color samples, two colors were selected for painting the walls, trim, stair banisters, and the exterior of unit doors. This project will begin as soon as it can be scheduled with the painter in April or May.

The meeting adjourned at 11:35 A.M.

General Reminders and Paulina Court Updates

- **Reminder for contacting all owners via email:** If you want to send an email to all Paulina Court owners the address to use is owners@paulinacourt.org. The email address to contact board members only is boardmembers@paulinacourt.org.
- Owner contact information and board minutes on our website (www.paulinacourt.org) are now password protected. When prompted, the Username is **paulinacourt**, and the Password is **paulina1379**.
- If you have any useful information, handyman/contractor suggestions or reviews, neighborhood 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.
- Because of fluctuating outside temperatures this time of year, our gates and courtyard doors don't always close as they should. Please make sure that gates or doors close completely when entering or exiting. This will help to improve everyone's security.
- Also, with the arrival of warm weather, be aware that sounds and voices tend to amplify in the courtyard when windows are open. To help keep Paulina Court noise and neighbor annoyance at a minimum, please be courteous by remembering to turn down your stereo volume and tone down telephone conversations when windows and balcony doors are open.
- 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, on bulletin boards, and at the front gate. Thanks for pitching in!

Next board meeting: Tuesday, April 10th, at 7:00 P.M.