

# **Paulina Court Condo Board Meeting Minutes**

September 11, 2007

**Board:** Judi Brown, Terry Brackney, Mark Hoeve, Kathryn Hallenstein

**Unit Owners:** Deborah Atkins, Kate Mohill

**Others Present:** Alan Gold (building management)

The meeting was called to order at 7:05 P.M.

## **Treasurer's Report**

- Judi distributed a current budget report. We have been experiencing steady increases in costs for most of our utilities including heating, trash removal and water, as well as increases in insurance expenses. Over a two year period there has been an approximate increase of 30% for trash removal and 20% for water. We expect to see an 8-12% increase in our insurance rates in the next year. We have averaged \$600 per month for heating in 2007 with four months remaining in the year. Electric costs have remained unchanged so far and some of the savings can be attributed to the use of low-energy fluorescent bulbs in common areas.
- Judi reported that we will have outstanding repair expenses of approximately \$35,000 for projects currently in progress or soon to be started. The projects include roof replacement/insulation for 5924, balcony repair/sealing, and interior stairway painting. Two-thirds of the funding for these projects will come from the general operating fund and one-third will come from our reserve fund.
- In an effort to help bring outstanding owner account balances current, statements will be mailed from Alan Gold's office to all owners who have outstanding balances. These must be paid by December 1, 2007 to avoid a penalty. After December 1<sup>st</sup>, a \$25.00 service fee will be assessed on all overdue accounts. If owners have questions concerning overdue balances, they should contact Luda at Alan Gold's office.
- It was proposed that the board budget committee meet this Saturday morning, 9/15, to discuss budget planning, prioritize projects, and put together the preliminary budget for 2008. A time and location was agreed upon for the meeting.

## **Old Business**

- Mark reported the roof replacement for 5924 has been delayed 7-10 days because of the recent storms that have put the roofers behind schedule. As a reminder, owners in the 5924 units should remove all items from their balconies and decks once the work begins. Also, because there will be a lot of dirt and debris in the air during the roof tear-off, all owners are encouraged to keep windows closed while work is in progress.
- A bid of \$1500 has been received to replace the west windows (5920) and have insulation and new siding installed in their place. A motion was made to accept the bid and proceed with the project. The motion carried. Work will begin as soon as it can be scheduled.
- The parking lot lights have been repaired.
- Balcony repair and sealing to address water seepage problems in 5916 will begin next week. Because of the ongoing issue of water seepage and paint blistering on some of the balconies, the need to have a complete building structural inspection in the near future was discussed. Alan Gold will research and recommend an inspector.

- The interior stairwell painting project will begin in October. Judi volunteered to obtain color samples and paint wall swatches in each stairwell so owners can see what colors have been chosen.
- To follow up on a previous discussion of automatic debit for assessment payments, Terry volunteered to contact owners via email to determine overall interest. The association would pay a yearly fee (plus a minimal fee per each transaction) so owners may have the option of having their monthly assessments automatically deducted from their bank account.
- Possible maintenance/improvement projects for 2008 were discussed. The projects include: replacement of hallway carpeting, hiring a yard service, continuation of the lintel repair project, a full structural building inspection, replacement of the 5912-16 roof parapet, implementation of some of the energy audit recommendations such as installing motion sensor lighting in the stairways.

### **New Business**

- Mark reported that he has been in discussion with our next-door neighbors to the north about joining forces to address neighborhood traffic and on-street parking issues. Deborah Atkins volunteered to represent our association and will attend their upcoming board meeting. Four major issues are being considered: 1) converting Paulina to a one-way street going north, 2) installation of speed bumps on Paulina, 3) removing the concrete barricade at Paulina and Rosehill, and 4) eliminating permit parking regulations around the old Edgewater Hospital site.
- It was suggested that we look into hiring a lawn service for 2008. For the last 3-4 years we have relied on volunteers to do the mowing, weeding, and watering to help keep down costs, but this system is becoming an increasing burden on those few people who do volunteer. The feasibility of installing a lawn watering system was also discussed.
- **Fall Clean-up 2007 will be Saturday, October 20, from 9:00 a.m. to 12 Noon.** Work will include general yard maintenance, trimming bushes/trees, replacing dead bushes, parking lot weeding, sweeping of stairways and basements, replacing light bulbs in common areas, among other tasks. We also plan to pay particular attention to cleaning and improving the north side of the building and sidewalk area. Further planning will take place at the October meeting.

The meeting adjourned at 8:30 P.M.

### **General Reminders and Paulina Court Updates**

- **Be a part of the process.** If you are interested in joining the board, please contact a current board member via email by October 5<sup>th</sup>. We need you!
- **Something not quite right?** If you notice any areas of the building common areas that appear to be in need of repair or attention, please don't hesitate to contact a board member or Alan Gold's office with the details. Let's tackle our small problems before they become larger ones.
- **Thanks for being a good neighbor!** The mowing, weeding, watering, picking up litter/old newspapers/flyers, changing light bulb efforts are greatly appreciated.
- **Mark your calendar now for the Paulina Court Annual Meeting** which will be held Tuesday, November 13<sup>th</sup> at 7:00 p.m. The 2008 budget will be approved and new board members will be elected at the meeting. All owners are required to attend.

**Next board meeting: Tuesday, October 9th, at 7:00 P.M.**