

Paulina Court Condo Board Meeting Minutes

April 8th, 2008

Board: Lori Altman, Terry Brackney, Judi Brown, Kathryn Hallenstein, Mark Hoeve,
Sara Zimmerman

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

Treasurer's Report

- A budget update report was distributed to the board members.
- Judi reported that we have spent 50% of our heating budget thus far for 2008.
- A temporary new category has been added to the budget: charges to be reimbursed by owners. This is to account for items that have been paid by the association but are to be reimbursed to the association by individual owners.
- Owner account delinquencies have been reduced to approximately \$1,000. This amount includes \$80 owed toward the purchase of new remote controls for the parking gates. Alan Gold's office will re-send letters to owners with outstanding balances in their accounts. Judi again stressed the importance of bringing overdue accounts up-to-date as soon as possible.
- Overall, we are on track budget wise.

Old Business

- **Owner Online Survey**

Terry reported that the online owner survey questionnaire has been completed and a notice will go out to owners via email the week after the Spring Clean-up day. This will give us an opportunity to announce the survey during the clean-up activities and encourage owners to participate. Once it has been uploaded, the survey will be available on the SurveyMonkey.com site. We hope to have the survey completed and analyzed by the first of June. Instructions for accessing and completing the survey will be included in the email announcement.

Budget Tracker: It was decided that we proceed with updating and fine-tuning the budget tracker document once we receive the reserve study samples from Alan Gold and have an opportunity to discuss and prioritize future capital projects.

New Business

- **Lawn Service Bids**

Two bids have been received, from Diaz Brothers Landscaping and Greenlawn Landscaping. Lori suggested that we request references for both companies before making a final decision. A motion was made to proceed with hiring a lawn service. The motion was seconded and approved. If references are favorable, Diaz Brothers Landscaping is the service of choice. The question was asked whether replacing and planting bushes is something that the lawn service can do. Mark will pose this question to Alan Gold for follow-up. Once a contract is signed, work will begin later this month and hopefully the initial lawn service cleanup will be completed before our scheduled May 10th clean-up day.

- **Balcony Repair Bids**

There was a brief discussion concerning the bid presented by Kellermeyer Godfryt Hart to investigate our balcony repair issues and it was determined that the study is expensive and not necessary. Mark suggested that we receive new bids for the needed balcony repairs and include Marion Inc., who carried out our previous balcony repair work. A motion was made to request new bids for balcony repair. The motion was seconded and approved.

The status of the previously approved 5912 parapet repair project was questioned, as well as the repair of the water seepage issue in 5924, and whether the 5916 balcony repair work had been completed and the leakage issue resolved. Mark will contact Alan Gold about these outstanding repair issues to determine the status of each project.

- **Clean-up Day**

Possible tasks were discussed: planting/replacing bushes and vinca ground cover, general cleaning, painting, basement cleanup, power washing where needed, installation of sprinkler/watering system, planting flowers, Brown Elephant pick-up. It was suggested that our next board meeting be scheduled prior to the May 10th clean-up day in order to discuss final details and tasks. It was agreed that the meeting date of choice is Tuesday, May 6th.

The meeting adjourned at 7:50 P.M.

General Reminders and Paulina Court Updates

- **Paulina Court Spring Clean-Up Day 2008**

Saturday, May 10th, 9:00 A.M. – 12 Noon

It's a great way to get outdoors and enjoy the spring weather, spruce up our building and yard, and meet your Paulina Court neighbors.

- **Paulina Court Owner Survey.** Check your email inbox the week of May 12th for an announcement about our first Paulina Court online owner survey. Your input and suggestions are very important and will assist the board in improving our community!
- **Thanks for pitching in!** 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.
- **New Board member cultivation.** Want to get involved? Attend the next board meeting. We need your interest, input and support.

Next board meeting: Tuesday, May 6th, 7:00 P.M.