

Paulina Court Condo Board Meeting Minutes

December 9, 2008, 5916 Basement

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

Owners Present: Kelly Bridgeman, Boyce Bryson, Britt Johnson, Kate Mohill, Sam Alden

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

Treasurer's Report

- Judi reported that we are under budget by \$5,000 for heating and \$1,000 for electricity expenses. Otherwise, we are on target for all other budget categories. To date for 2008, we are below budget overall by approximately \$7,000.
- A motion was made to approve the treasurer's report. The motion was seconded and approved.

Old Business

- **Bid approval for balcony ceiling and floor repairs**

After a brief review of the bidding process for the balcony restoration project, Mark thanked Kelly Bridgeman and David Miller for their work to gather additional information and bids for the balcony repair project. It was through their research that a contractor suggested it would be wise to remove the balcony ceiling drywall but not replace it. Instead, the concrete ceilings will be allowed to dry completely after the drywall has been removed and then painted at a later date. We hope that the repair work will begin sometime during the late spring or early summer and will continue throughout next summer. More details concerning the repair schedule, process, and owner impact will be forthcoming in the early spring.

Three repair bids have been received: (1) Roger Hendricks (removal of ceiling drywall, repair concrete ceilings, scraping and patching of balcony walls and columns, painting on complete porch including metal railings) for a total of approximately \$25,000; (2) Arrow Masonry and Exteriors (repair and sealing of balcony floors, removal of ceiling drywall, repair of concrete ceilings, scraping and patching balcony walls and columns) for a total of approximately \$35,000; and (3) Marion (concrete balcony floor repair, installation of floor sealant) for a total of approximately \$20,000. Because the bids are very close in cost, the board agreed that it would be wise to have the work done by contractors (Marion and Roger Hendricks) who have done work for us in the past. A motion was made to accept the bids from Roger Hendricks and Marion, which total approximately \$45,000. The motion was seconded and a vote was taken. The motion was approved by a unanimous board vote. Mark will instruct Alan Gold to have the contracts in place and signed as soon as possible to ensure that the work will be on the contractors' schedules.

- **Special assessment vote for funding of balcony repair project**

Before the vote was taken, Terry explained the process by which owners may petition the board to protest and/or overturn the special assessment vote. This procedure is explained in detail in the 2008 Illinois Condominium Act.

A motion was made to fund 50% (up to \$22,000) of the balcony repair project by a special assessment to the owners. The motion was seconded and a vote was taken. The motion was approved by a unanimous board vote.

- **Vote to determine special assessment payment and collection process**

A motion was made to spread the special assessment payments over a six-month period with the first payment due March 1, 2009. Late payment fees will apply to any late special assessment payments. The motion was seconded and a vote was taken. The motion was approved by a unanimous board vote.

Information concerning the assessment dollar amount per unit and payment plan options will be mailed to all owners from the management office. Additional details will be forthcoming after the January board meeting.

New Business

- **Snow blower purchase**

Mark reported that the board approved the purchase of a snow blower in 2006 but had not acted on that purchase. With the board's prior consultation, a snow blower has been purchased for the association. It will be stored in the 5912 basement (next to the lawn mower) and may be used by any owner. For those using the snow blower, please be aware that it has a 2-cycle engine and requires a gasoline/oil mixture. The fuel container is labeled and will be stored next to the blower. A brief demonstration on starting and using the snow blower was held after the meeting.

- **Building code violations**

The association has been served with a summons from the city of Chicago for 4 building code violations. The building inspection was conducted 9/05/2008. Two violations, balcony repair and lintel replacement, are already covered by on-going board approved projects. The remaining two violations are for (1) lack of hand rails/guard rails for the steps to the basement doors, missing joist hangers for rear porch landings; and (2) crumbling mortar above the arched entryway to the parking lot. A hearing will be held 1/06/09. We will be represented by Alan Gold to answer these violations and determine what steps will be needed to bring us into compliance.

- **Door key usage for 5920 stack**

It has been determined that some owners in 5920 have universal keys that open both common entry doors and their unit doors. These universal keys have been damaging the 5920 front door lock and should not be used. Every owner should have two door keys: one for common door locks (front gate, stack entry doors) and one for the owner's unit door. If you have a universal key, please contact Judi Brown via email to replace it.

Also, a broken ventilation screen was discovered in the basement of 5920. Management will be alerted to schedule repair.

- **January board meeting moved to third Tuesday**

The board agreed that the January 2009 board meeting will be moved to the third Tuesday, January 20th.

The meeting adjourned at 7:50 P.M.

ADDENDA:

- The missing ventilation screen in the 5920 basement has been repaired.
- Mark and Alan Gold met to discuss the building code violations. Alan is confident that most of the issues can be repaired with minimal work and cost. Proof of work in progress will help to reduce any possible fines. Fighting the violations could result in large legal fees, so Alan will do what he determines is in our best interest when he represents us at the January hearing.

General Reminders and Paulina Court Updates

- To help prevent interior kitchen water pipes from freezing during extreme cold, leave the cabinet door under the sink at least partially open and occasionally run water from your refrigerator water dispenser so the water line remains open.
- Please be aware that our front gate has been adjusted to allow it to close properly during cold weather. If possible, please do not let the gate slam shut behind you and, for everyone's safety, double check that all doors and gates are completely closed and latched as you enter and exit.
- **Let it Snow!** Since we don't have a snow removal service please don't hesitate to pick up a snow shovel or rev up our new snow blower to help clear our sidewalks whenever we have a snow cover. For heavier snowfalls, we now have a gasoline-powered snow blower that is stored in the 5912 basement. To schedule a quick lesson on how to operate the snow blower, contact Mark or Terry via email. Shovels and salt containers are also located in each stack.
- **Happy Holidays!** Thanks to all for making 2008 another great year for Paulina Court. Everyone's input and participation is important so make a point of attending the January board meeting.

Next board meeting: Tuesday, January 20, 7:00 P.M. - 5916 Basement