

Paulina Court Condo Board Meeting Minutes

April 14, 2009, 5912 Basement

Board Members Present: Lori Altman, Terry Brackney, Kathryn Hallenstein, Mark Hoeve
Owners Present: Deborah Aktins, Kate Mohill
Management: Alan Gold

[Prior to the start of the meeting, board members viewed the repair work done on the south porches and stairs. The work is incomplete, but Mark pointed out some areas where the repairs seemed to be inconsistent and poorly done. This will be brought to Alan's attention to speak with the contractor.]

The meeting was called to order by Mark Hoeve at 7:10 P.M.

Management Update

- **Building Code Violation Repair Update**

Alan Gold reported that the work to correct two of the four city code violations has been completed: (1) tuck pointing and masonry repair in the corridor between the courtyard and parking lot; (2) replacement of deteriorated front balcony lintels. While repairing the lintels for 5912, Marion discovered additional masonry work that needed to be done along the roofline and will also complete these repairs while they are completing the lintel work. This additional work will be included within the cost of the original bid.

While repair work was in progress to bring the backstairs and porches up to code, the city building inspector visited and found some additional items in violation that were not included in the original list of violations. Alan presented to the board a bid for approximately \$4,000 to complete this additional work. The board was in agreement that the contractor should proceed and complete these added code violation repairs as well.

The city will re-inspect our building on April 16. Alan will attend the next code violation hearing scheduled for April 20 and will request a continuance of 60-90 days which should allow us enough time to complete the work; however, there is still the possibility that the city will fine the association \$200-\$500 for each of the four code violations. Alan will also bring the stairs/porches repair inconsistencies to the attention of the contractor for further explanation.

- **5920 Repair Update**

Alan has coordinated the repair work for the 5920 units that experienced water damage from the roof ice dam earlier this year. Repairs include the replacement of a sliding glass door and some touch-up painting. The contractors will contact the owners to schedule these repairs.

- **Balcony Repair Project**

The work on the balcony ceiling/floor repairs will not begin until all work on the building code violations has been completed. Mark mentioned that he will ask Marion to inspect the building for any additional or possible masonry problem areas while they are here working on the balconies this summer.

- **2008 Scavenger Rebate**

Alan's office has submitted an application to the city for our 2008 scavenger rebate. We should be receiving our 2007 rebate later this year.

Treasurer's Report

- In Judi's absence, Mark distributed the budget report through March 31, 2009. He reported that we continue to be on track for the year. Heating cost (\$12,600) continues to be our major expense.
- Approximately \$6,000 has been collected to date toward the special assessment for balcony repairs.
- A motion was made to approve the treasurer's report. The motion was seconded and approved.

Old Business

- **Spring Clean-up Day**

The annual spring clean-up day is scheduled for Saturday, May 16. Because of the ongoing balcony repair work, gardening and yard work will be kept to a minimum for this spring. Other projects include:

- Disposal of old and unused paint and paint cans.
- Cleaning all interior and exterior common area light fixtures and replacing light bulbs if needed.
- Inspecting all common area doors/gates and locks for possible repair, readjustment, or replacement.
- Cleaning and washing down entryways and stairway walls.
- Organizing garden tools in 5912 basement and running gas out of snow blower and lawn mower for summer storage.
- General cleaning and sweeping of basements and other common areas.

Mark suggested that owner volunteers should head up each task to determine what supplies and manpower will be needed and to sign up volunteers for each cleaning project.

- **2009 Lawn Service**

We have renewed our contract with the lawn service for 2009. They have already performed a thorough spring yard cleaning and have begun to prep the lawn for summer. Also, the tree service has completed trimming the two large trees in the courtyard.

- **5912, 5924 East facade doors**

We will begin to seek bids to replace the two wooden doors and trim that face Paulina Street. The doors have deteriorated and allow water to seep onto the basement floor during heavy rains. We hope to have sturdier steel doors installed as replacements.

The meeting adjourned at 8:10 P.M.

General Reminders and Paulina Court Updates

- **Spring Clean-Up - Saturday, May 16, 9:00 A.M. – 12 Noon**
Come out to enjoy the spring weather, meet with your neighbors, and spruce up our property!
- **Safety First: Close and Lock all Common Area Doors and Gates**: Please remember to double check that all doors and gates are completely closed, latched and locked as you enter and exit the building. If you notice a broken lock or common area door that doesn't close properly, please contact a board member via email to schedule a repair. All the common area doors, gates and locks will be checked for repair or adjustment during our spring clean-up.
- **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 for board members only is boardmembers@paulinacourt.org.
- **www.paulinacourt .org and Current Email Addresses**
If you have a new or updated contact email address, please contact Khiem Tran at ktran.chicago@comcast.net so he can update it on the Paulina Court website. We also hope to post summer repair project updates on the website. The website login is [paulinacourt](http://paulinacourt.org) and the password is [paulina1379](http://paulina1379.org).

Next board meeting: Tuesday, May 12, 7:00 P.M. - 5912 Basement