

# **Paulina Court Condo Board Meeting Minutes**

May 12, 2009, 5912 Basement

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

**Owners Present:** Deborah Aktins, Jeff Knapp, Kjerstine McHugh, Kate Mohill

The meeting was called to order by Kathryn Hallenstein at 6:30 P.M.

## **Treasurer's Report**

- Judi explained that an updated budget report was not available due to not receiving the latest financial data in time for the meeting.
- Approximately \$9,000 has been collected to date toward the special assessment for balcony repairs. On the expense side, there are some outstanding general repair bills, but overall we are still on target for the year budget wise.
- Assessment payment delinquencies have increased recently. Judi emphasized the importance of owners keeping assessment payments up-to-date in order to avoid late fees and the additional paper work and associated expenses that are incurred. Late notices/reminders will be mailed from the management office to delinquent owners.
- A motion was made to approve the treasurer's report. The motion was seconded and approved.

## **Old Business**

- **Building Code Violations and Balcony Repairs Update**  
Terry reported on our repair updates:
  - 1) Additional exterior stairs/porch repairs will be completed soon. Alan Gold spoke with the contractor and they will correct and complete the 5912 repair inconsistencies that the board viewed and noted at the April meeting.
  - 2) The masonry repairs have been completed but the issue will remain open until the city inspector returns for the final inspection. A representative from Marion (the masonry contractor) will also be on hand for the inspection.
  - 3) The handyman is addressing and completing the repairs in the 5916 units that were affected by the roof ice dam leakage.
  - 4) Balcony ceiling demolition will begin after all the building code violation work has been completed. Balcony floor repair and painting will begin after the ceilings are completed.
- **5912, 5924 East facade doors**  
Bids will be sought to replace the two 5912 and 5924 exterior doors and trim that face Paulina Street. The board agreed that it would make sense to have the work done this summer while the balcony repair work is in progress.
- **Spring Clean-up Day**  
Deborah Atkins, volunteer coordinator for the spring clean-up, gave an update on activities for Saturday, May 16. There has been a 100% response from owners and most of the tasks are assigned. Additional tasks will be assigned to those who are unable to attend that morning. Some additional supplies, buckets and step ladders are needed and hopefully will be furnished by the owners. Deborah reported that Kelly Bridgeman is researching the disposal protocol for used paint/containers and will contact all owners by email with instructions for paint collection prior to Saturday, May 16.

The meeting adjourned at 6:55 P.M.

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

- **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.
- **Summer will soon be here!** And window air conditioners are being installed. Please remember that installing AC units in windows or areas where water condensation will drain onto balcony or porch floors is now prohibited. This is to prevent damage to balcony floors and control water seepage. Failure to comply with this rule will result in a fine.
- **Balcony Repairs:** Balcony ceiling demolition will start soon. Please be sure that everything has been removed from your balcony, including flower boxes/holders that attach to the railings.
- **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](mailto: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](#) and the password is [paulina1379](#).

- **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](mailto:owners@paulinacourt.org). The email address for board members only is [boardmembers@paulinacourt.org](mailto:boardmembers@paulinacourt.org).

**Next board meeting: Tuesday, June 9, 7:00 P.M. - 5912 Basement**