

# Paulina Court Condo Board Meeting Minutes

August 11, 2009 - 5912 Basement

**Board Members Present:** Lori Altman, Terry Brackney, Judi Brown, Mark Hoeve, Sara Zimmerman  
**Owners Present:** Deborah Aktins, Boyce Bryson, Kjerstine McHugh  
**Others Present:** Alan Gold, for management; Roger Hendricks, balcony repair contractor

An executive session of the board was held prior to the regular board meeting to discuss the increasing assessment payment delinquencies, possible unit foreclosures, and how to proceed in dealing with these difficult issues. Mark has been in discussion with Alan Gold and he reported that the management office will continue to address these issues. Proper legal steps will be followed as mandated by the Paulina Court rules and regulations and our condominium declaration bylaws.

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

## Treasurer's Report

- Judi distributed the budget report through July 31, 2009.
- She reported that assessment payment delinquencies remain high at approximately \$4,000.
- We are over budget for building repairs by \$6,000. This overage is due primarily to the building code violation repair costs.
- We have also experienced an increase in legal fees; however, other budget items remain on target so far for the year.
- As of the meeting date, there is approximately \$5,000 outstanding in special assessments to be collected. All special assessment payments were due by August 1.
- A motion was made to approve the treasurer's report. The motion was seconded and approved.

## Old Business

- **Balcony Repair Update**  
Roger Hendricks, our balcony repair contractor, presented to the board an update on the progress of the balcony ceiling repair/replacement and painting project. Upon closer inspection of the balcony ceilings, it was discovered that not all of them had exterior drywall/board covering the concrete ceiling. Seven of the ceilings have concrete surfaces only. For those ceilings that have drywall, the drywall surface will be removed and the underlying concrete ceiling will be patched, if necessary, then sealed and painted. For some of the ceilings that are concrete surfaced only, several have major cracks and will need to be replaced. This will involve demolishing the outer, lower concrete surface, patching and sealing the underlying upper concrete layer and then replacing the outer concrete layer. The outer, visible concrete surface will then be sealed and painted. Roger stated that this process will involve some additional ceiling work, but the original project cost will remain the same because several of the ceilings will not have to be removed as originally planned.

Once the ceiling work has been completed, the balcony walls will be scraped, sealed and repainted, including all the balcony railings. Marion, the floor repair contractor, will begin the balcony floor repair after the ceilings have been repaired and balconies painted. It is estimated that the balcony project will be completed by the first or second week of October.

- **Building Code Violations Update**  
Alan Gold presented an update on the building code violations repair work. Due to an additional code violation found during the building re-inspection on July 10, more work is needed on the 5920 porches to bring them fully up to code. The current contractor, Property Preparation Inc., who has performed the wooden stairway repairs/upgrades has returned to

correct the inferior work that they had previously done. Because of the poor workmanship, Alan will get an additional bid from Framar Construction to complete the remaining work on the 5920 porches. Alan apologized for their poor workmanship by Property Preparation and he will meet with them again to determine that they have completed all the work that had been contracted before the final payment is made to them. He will also question the additional fees added for an architect and building permits that were not included in their original bid.

Terry reported that the association has received a new building code violation summons dated 7/10/2009 from the city of Chicago. Alan explained that this summons document supercedes the original violations summons. The new summons includes four violations:

- 1) The addition of basement stairs hand and guard rails [work completed]
- 2) Balcony lintel repair and painting [work completed]
- 3) Repair of balconies [work in progress]
- 4) Upgrade and repair to the 5920 porches

Alan will represent us at the hearing on September 10 and will plead not guilty to the first three counts because the repairs have either been completed or are in progress. The fourth count will be addressed once a new contractor has been hired.

- **5912/5924 exterior door replacement**

The board has received bids to replace the two deteriorating exterior doors that face Paulina Street. A motion was made to accept a bid from Ward Door Specialists for \$4,032.00. The bid includes removal of the existing wooden doors, frames, and trim. They will be replaced with steel doors, frames, and aluminum thresholds. The motion was seconded and approved by a unanimous voice vote. The work will begin as soon as it can be scheduled.

## **New Business**

- **Mid-Year Budget Review**

Mark presented a brief review of the 2009 budget and where we stand overall financially at mid-year. In summary, we are in good shape, even with the added expenditures for the building code violation repairs. Excluding other unforeseen repair or replacement expenses, we should end the year with a healthy reserve fund between \$50,000 and \$60,000.

- **2009 Annual Meeting**

The 2009 annual meeting and board elections will be held in November. More information will be forthcoming after the September board meeting. It was suggested that a budget planning meeting be held to begin preliminary work on the 2010 budget. A budget meeting date of Tuesday, August 25 at 7:00 p.m. was agreed upon. [Note: this meeting was postponed until the regular September board meeting date.]

- **Fall Clean-up Day**

The annual fall clean-up day has been tentatively scheduled for Saturday morning, October 17. It was decided that this date should be flexible in case the courtyard balcony work has not been completed as of 10/17. Further discussion and possible tasks will be discussed at the September meeting.

- **Replacement of foyer floor mats**

A suggestion was made that the floor mats in each of the stack entryways be replaced. This met with board approval and it was decided that this is a project that we can do ourselves.

The meeting adjourned at 8:50 P.M.

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

- **Mark Your Calendar Now for the Fall Clean-Up Day**  
**Saturday, October 17, 9:00 A.M. – 12 Noon**, is the tentative date for our annual Fall Clean-up day. More details to follow after the September board meeting.
- **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.
- **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.

An archive of board meeting minutes, a current copy of the Rules, Regulations and Policies Manual, and other reference materials may be viewed on the website. The website login is [paulinacourt](http://paulinacourt.org) and the password is [paulina1379](http://paulinacourt.org).

- **Please be Kind to Your Neighbors Ears, both Inside and Outside**  
Sound transmission from one unit to another is a problem in the building of this nature. In consideration of your neighbors, loud noises such as pounding, drilling, loud television, music or other loud noises are prohibited between 10:00 p.m. and 8:00 a.m. Friday and Saturday nights, the hours are 12:00 a.m. to 9:00 a.m. **Noise should be moderated at all times.** Considering the hardwood flooring and construction of our building, unit owners & residents should be especially mindful of this matter. If you are planning a party or having a large group in your condo, please notify you neighbors ahead of time. [*taken from the Paulina Court Rules and Regulations booklet.*]
- **Paulina Court Needs You!**  
Want to get involved? Attend your board meetings. We need your interest, ideas, input and support. Also, if you are interested in running for the 2010 board, please contact a current board member.

**Next board meeting: Tuesday, September 8, 7:00 P.M. - 5912 Basement**