

Paulina Court Condo Board Meeting Minutes

March 9, 2010 - 5912 Basement

Board Members Present: Lori Altman, Terry Brackney, Boyce Bryson, Mark Hoeve
Owners Present: Kathryn Hallenstein

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

Treasurer's Report

- Copies of the budget report (as of 2/28/2010) were distributed. The full treasurer's report was deferred to the April board meeting.

Old Business

- **Lawn Care contract**
The board agreed to extend the lawn care contract with Diaz. Bros. Landscaping for one year. The estimated total cost for service for April through November 2010 is \$2,260. Mark will instruct Alan Gold to sign the contract and to ask Diaz Bros to adhere to a monthly billing plan.
- **Balcony ceiling repair update**
Mark reported that Roger Hendricks will conduct an inspection of the courtyard balconies when the weather allows and will repair/repaint any damage or peeling that has occurred over the winter months. He will also paint the new 5912 and 5924 front doors and trim when the weather improves.
- **Wooden stairway and deck project update**
City building permits have been obtained by Frackiel Builders to begin the wooden stairway and deck reconstruction project. A tentative start date of Monday, March 15 has been given. At this point we do not know exactly how the work will proceed or how long the entire teardown/reconstruction process will take, but hope to have more details concerning these issues before the actual work begins. All items must be removed from the stairways and decks and from below the ground level landings before March 15. Mark will contact Alan Gold for more details concerning the construction schedule and will then pass the information on to owners via email.
- **Spring Clean-up Date – Saturday, May 15**
Mark suggested that it would be beneficial for a board member to act as point person to coordinate the spring clean-up activities. Boyce Bryson volunteered to take this on with the assistance of other board members. Possible projects include planting, general cleaning, Brown Elephant resale shop pickup, and power washing. Additional projects and planning will be discussed at the April board meeting.

New Business

- **Window replacement and repair**
Several owners have reported to the board that some unit windows have become unsafe or have lost their thermal seal and need to be replaced or repaired. Window repair and replacement is the responsibility of the association if the repair or replacement is needed due to normal wear and tear. The south porch windows in 5912 #1W have become extremely loose due to improper installation and may pose a safety hazard. It is important that owners report repair issues for common areas to the board so they may be investigated and repaired.

A bid of \$1,040 from Scientific Home Services Ltd has been received to replace the windows in 5912 #1W, as well as a bid of \$903 to repair 5 individual windows in two other units. The board agreed that the work needs to be done and approved both bids. The work will be scheduled when the weather allows.

- **Roof Insulation Bid**

In order to determine costs for future project budgeting, a bid of \$6,560 has been received from Wilkin Insulation Co. for the installation of roof insulation for 5912, 5916 and 5920 (the recent roof replacement for 5924 included roof insulation) The bid did not include roof vents that will need to be installed by a separate roofing contractor. The estimated cost for the additional vent work is \$950. These numbers will be entered into our long-range planning spreadsheet for future budgeting.

The estimated savings in heating costs after insulation is installed will be approximately 10% per year. Since our average heating cost is \$30,000 per year, the cost of installing roof insulation could possibly be recouped in 2-3 years.

- **Stairway carpet cleaning**

The board has previously discussed the possibility of replacing the stairway carpeting in 2010. Due to budget expenditures for other needed projects, the board agreed to defer carpet replacement and have the carpets professional cleaned instead. Mark will contact Alan Gold to schedule the cleaning. Mark suggested that the entryway floor mats are due to be replaced and will look into cost for replacement.

The meeting adjourned at 7:50 P.M.

General Reminders and Paulina Court Updates

- **Spring Clean-up 2010**

Our annual spring clean-up day is scheduled for **Saturday, May 15, 9:00 A.M. – 12 Noon**. Come out and enjoy the spring weather, meet with your neighbors, and help to improve our property! More details to follow after the April board meeting.

- **Protect your Investment – Owner Insurance**

Please remember that each owner is required to obtain homeowner's insurance. Each owner is required to present the Condo Association with proof of that homeowner's insurance. It is important to have insurance not only for belongings, but to protect liability for damage to another unit, caused by something within the owner's own unit. (*Excerpted from the Rules and Regulations booklet, page 6.*)

- **Garbage Dumpsters:** We are levied an additional fee for pick-up of trash that is placed outside of or next to the dumpsters. Please make a point of placing all trash and discarded items inside the dumpsters.

- **Paulina Court Rules and Regulations Online**

A current copy of our condo association rules and regulations booklet is available for viewing online and may also be downloaded for printing. It's located in the Rules & Regulations section of the Paulina Court website (www.paulinacourt.org/rules_regs.html).

- **Paulina Court Website**

If you have any useful information, handyman/contractor suggestions or reviews, neighborhood news, community events, helpful hints, reminders, a new email address, etc. that you would like to share with your neighbors and have posted on the Paulina Court Website, please contact Khiem Tran via email at: ktran.chicago@comcast.net.

Next Board Meeting: Tuesday, April 13, 2010
7:00 P.M. - 5912 Basement