

Paulina Court Condo Board Meeting Minutes

July 13, 2010 - 5912 Basement

Board Members Present: Terry Brackney, Judi Brown, Mark Hoeve, Sara Zimmerman
Owners Present: Kathryn Hallenstein, Kate Mohill
Management: Alan Gold

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

Old Business

- **Balcony Repair Update**

Mark reported that the follow-up balcony repair/repainting was nearing completion and asked Alan to speak with Roger Hendricks to determine that all balcony ceilings that required repair have been removed, sealed and painted. Alan said that he will speak with Roger about this. Allan reported that three balconies remain to be finished. If the weather cooperates the work should be completed by the end of July.

- **City Inspection for wooden stairway and deck replacement**

Alan reported that the wooden stairs/decks replacement project has been completed and that we are awaiting a final inspection by the city. The inspection scheduling is being finalized by Frakiel Builders so that they may be present when the inspection occurs. Mark pointed out to Alan that there are a few areas where the vinyl siding had not been fully replaced and large gaps exist between the stairs and the area under the first floor landing on the 5912 stairs. Alan will bring this to the attention of the contractors to look into this issue. The final payment will not be made to the contractor until the work has been inspected and approved by the city.

- **Building Masonry Inspection**

Marion, masonry contractor, will be here this Friday, July 16 to perform an inspection of the building to determine what future work may needed and to provide a quote for the work. They will inspect the entire building including the lintels and the building roof parapet that runs the entire perimeter of the courtyard. A portion of the parapet has already been replaced on the 5912 section of the building, but additional replacement or repair may be needed. Alan reported from an earlier inspection that additional work is needed on the lintels and that in some areas the roof sealant is beginning to pull away from where it attaches to the brick walls. This may be a source for some of the water seepage that is occurring in the balcony walls. We will have more information about these issues after the inspection is completed.

Financial Report

Judi distributed a budget report as of June 30, 2010 and gave a brief summation. She reported that assessment delinquencies are currently between \$8,000 and \$9,000. Special assessment payments are up to date. Our current reserves (as of 5/31/2010) are approximately \$72,000.

New Business

- **Obtaining an line of credit**

Mark asked Alan to provide to the board information concerning the process for obtaining a line of credit for the association. Alan reported that a bank line of credit is not applied for until a particular major project is planned, several bids have been received for the project to determine how much funding is needed, and a target beginning work date for the project has been set. Alan mentioned that there are a limited number of banks in the Chicago metro area that are currently providing lines of credit to condo associations. Two that he has knowledge of are Bank of Barrington and Harris Bank.

Alan also briefly explained the process that occurs when potential buyers apply to obtain FHA mortgage loans and what steps need to be taken, if any, by the association in this process.

For these situations, all paperwork and information needed for FHA loan approval will be handled by the management office and will not require any additional work from the board.

- **Condo Noise Issues**

Mark asked Alan to report on how other condo associations handle and respond to ongoing noise issues and owner complaints about excessive noise. Alan explained that each association has its own rules regarding excessive noise issues, as does Paulina Court. The best plan of action is to simply follow the steps that are outlined in the rules and regulations manual concerning reporting noise violations. Alan read from the Paulina Court rules booklet:

If a unit owner or resident experiences noise difficulties with another owner or resident, he/she should first bring it to the attention of the unit owner/resident. Any violations to these regulations should be reported to the Board in writing. Violations will be enforced as follows: Two written warnings will be issued, followed by a Board review and fines upon the third violation. [Rules and Regulations, page 13, Noise section, item 3]

When so directed from the board, the management office will send warning notices to unit owners who have been reported to the board by a written complaint. If the issue is not resolved, a board hearing will then held to review the complaint and determine if further disciplinary action is needed.

- **Fall Clean-up Date**

Saturday, October 2nd was selected as the tentative date for the fall clean-up day. More details will be forthcoming after the August and September board meetings.

- **2010 Budget Planning**

Mark reported that planning for the 2011 budget will begin soon and discussion will continue at the August board meeting.

Note: a brief executive session was held during the regular board meeting to discuss assessment delinquencies and possible unit foreclosure. Alan explained to the board where we stood concerning these issues and what future legal action might be necessary.

The meeting adjourned at 7:50 P.M.

General Reminders and Paulina Court Updates

- **Mark Your Calendar Now for the Fall Clean-Up Day**
Saturday, October 2, 9:00 A.M. – 12 Noon, is the tentative date for our annual Fall Clean-up day. More details to follow after the August and September board meetings.
- **Safety First: Close and Lock all Common Area Doors and Gates**
There have been recent reports of exterior basement doors that have been left unlocked. 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.
- **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. On 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 your 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 2011 board, please contact a current board member.

Next Board Meeting: Tuesday, August 17, 2010
7:00 P.M. - 5912 Basement