

Paulina Court Condo Board Meeting Minutes

May 10, 2011 - 5912 Basement

Board Members Present: Terry Brackney, Boyce Bryson, Judi Brown, Mark Hoeve

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

Treasurer's Report

- The treasurer's report was deferred to the June 2011 board meeting.

New Business

- **Boiler repair**
Mark reported that the boiler of the 5912-16 heating system has had some minor leakage issues. Repair has been scheduled and should be completed by the end of the week.

Old Business

- **Spring Clean-up**
The annual spring clean-up day will be held this Saturday morning, May 14, from 9 A.M. to Noon. Tasks will include weeding, planting, laying down new mulch, general cleaning in all common areas, and power washing where needed. Additional tasks will be assigned to owners who are not able to attend the clean up event.

Judi reported that mulch had been purchased, as well as ground cover plants for the courtyard and replacement bushes for the front gate area. The mulch will be delivered on Friday. New floor mats are being ordered for the stack entryways; however, they will not be put down until the entryway tile floors have been cleaned. Judi will ask Roger Hendricks to bid on cleaning the entryway floors tiles as he has done in the past.

- **Masonry Repair Project Update**
The board met in executive session on Tuesday evening, May 3, with Alan Gold and Hans Kiefer, Project Architect for KGH Architects and Engineers. The purpose of the meeting was to review the building facade condition survey report that had been prepared by KGH. The report includes summaries for masonry, window, miscellaneous exterior repair issues, with accompanying photographs of the areas in need of repair. An estimated cost budget for all needed and recommended building rehabilitation is also included in the report.

Because the report is quite extensive in its scope and includes all possible masonry improvements to the building, the board asked Hans to prioritize the KGH recommendations. The board suggested a 2011 budget cap of \$125-130,000 for the project and agreed that the costs will be divided between a draw from the reserve fund and from a special assessment. The exact costs for the project will be known after the bidding process has been completed.

Hans and the board determined that the highest priority repair issues include:

- Repairing/sealing areas of the parapet wall that are allowing water seepage into the building.
- Repairing all masonry building code violations cited by the City of Chicago.
- Repairing/replacing corroded lintels that are contributing to cracking of the building facade.
- Repairing/rebuilding deteriorated areas of the boiler chimneys.
- Patching/sealing existing brick facade cracks.

The board instructed Hans to proceed with phase two of the project, which includes seeking bids for the needed repairs. Mark asked that Marion be included in the bidding since they have done extensive masonry work on the building in the past. Alan Gold will work with Hans and KGH during the bidding process and will report back to the board when bids have been received. Once the approximate costs are known and a contractor has been selected, the

board will determine in more detail how the project will be funded and what the total amount of the special assessment to owners will be. Owners will be notified at least 30 days prior to the board vote on the special assessment. This will mostly likely occur later in the summer.

The KGH report and recommendations will be posted on the Paulina Court website.

The meeting adjourned at 7:40 P.M.

General Reminders and Paulina Court Updates

- **Summer in the City**
Now that warm weather has returned and windows are open, remember that sounds and voices tend to amplify in our courtyard, especially from the balconies and decks. Please be considerate of your neighbors by keeping music and voices at low volume during the nighttime quiet hours and at moderate levels during the daytime.
- **Thanks for Pitching In!**
Our entryways, stairways and landings are cleaned by housekeeping every three weeks. Please pitch in to help keep those areas clean and clutter free in between housekeeping visits. This includes disposing of any junk mail, out-dated newspapers, flyers, etc. that accumulate in the entryways, on bulletin boards, and at the front gate.
- **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 or telephone number, please contact Khiem Tran at ktran.chicago@comcast.net so he may update your information on the Paulina Court website. The website login is **paulinacourt** and the password is **paulina1379**.
- **New Board Member Cultivation**
Want to get involved? Attend the next board meeting. We need your interest, input, ideas and support.

Next Board Meeting: Tuesday, June 14, 2011
7:00 P.M. - 5912 Basement