

Paulina Court Condo Board Meeting Minutes

October 11, 2011 - 5916 Basement

Board Members Present: Terry Brackney, Boyce Bryson, Judi Brown, Mark Hoeve, Sara Zimmerman
Owners Present: Kate Mohill

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

Treasurer's Report

Judi Brown distributed the budget report as of September 30, 2011 and presented a brief summary. She reported that the delinquent assessment amount for 5920-2E has dropped below \$10,000. The income earned from the rental of this unit continues to help lower the outstanding assessment amount. One other unit currently has an outstanding assessment delinquency and a reminder letter will be sent from Alan Gold's office to the owner to address this issue.

Judi reported that she has noticed an ongoing discrepancy between the two monthly water bills for 5912-16 and 5920-24. The water bill for 5920-24 has been averaging approximately \$50.00 per month more than the 5912-16 monthly bill. The reason for this difference is unknown and may need to be investigated more fully if it continues. Judi asked for a board volunteer to help go through the recent past water bills to determine if this is indeed a trend and for how long the cost difference has existed. Sara Zimmerman volunteered to assist with this task.

Otherwise, we continue to remain on budget for other expense items. The current reserves are at \$92,180.89 as of September 30, 2011.

A motion was made to approve the treasurer's report. The motion was seconded and approved.

Old Business

- **Boiler installation and repair Issues update**

The new 5912-16 furnace/boiler has been installed and will be operational for the start of the heating season later this month. An additional timed on/off switch will be installed on the boiler to allow more flexibility in regulating the daily heating cycle.

Mark reported that the owner of 5920-1W has experienced an ongoing ceiling water seepage problem. The leak first occurred last spring and then stopped. It has recently reoccurred, but the source of the leak has not been located. The board has asked Alan Gold schedule someone to take a look at the problem and hopefully locate and correct the source of the leakage.

The board also asked Alan Gold to schedule a carpenter to replace all of the roof access hatch covers. Some of the wooden covers have deteriorated and allow rainwater to seep through to the stairways below. Sealing and maintenance of the skylights will be scheduled as well.

- **2011 Annual Meeting and Board Election**

The board has agreed to hold the 2011 association annual meeting and board elections on Tuesday evening, November 15. The annual meeting notice, the 2012 proposed budget and election proxy forms will be sent out to all owners at least 10 days prior to the meeting date. Terry Brackney volunteered to distribute the meeting materials.

All five current board members have indicated that they will run for an additional term on the board for 2012; however, one board position vacancy still exists. Any owner who is interested in running for the 2012 board should contact either Alan Gold or a current board member no later than Friday, November 4th.

New Business

- **2012 Proposed Budget**

The board has proposed that the 2011 budget will carry over to 2012 with no increases in owner assessments. The 2012 budget will be presented and approved at the annual meeting in November.

A motion was made to approve the board proposal for the 2012 budget. The motion was seconded and approved.

- **Miscellaneous repair Issues and other business**

Mark reported that the owner of 5912-3W has asked for the board's approval to replace the bathroom tile floor with electric heated flooring. Board approval is not required, but the board asks that the installation meets current building code regulations and that a reputable, insured contractor be used for the installation.

It was reported that the north parking lot vapor light fixture was not working. Mark will contact Alan Gold to schedule the repair. It was suggested that adjustment and oiling of the parking lot gates be scheduled as well.

The 5916 alley gate is not closing properly and needs readjustment. The gate will be repaired after the boiler installers return to perform their final check.

With no other pending business, the meeting adjourned at 7:45 P.M.

General Reminders and Paulina Court Updates

- **Annual Board Meeting – Tuesday, November 15 at 7:00 P.M.**

The 2012 budget will be presented and approved; the 2012 board will be elected, and current and future association projects will be reviewed at the annual meeting. **All owners are required to attend.**

Please contact Alan Gold or a current board member by email if you are interesting in running for a position on the 2012 board.

- **Air Conditioner Removal for the Winter**

Please remove window air conditioning units by October 31st. This will help to reduce heat loss and heating costs during the upcoming winter heating season.

**Annual Board Meeting
Tuesday, November 15, 2011
7:00 P.M. - 5916 Basement**