

# **Paulina Court Condo Board Meeting Minutes**

August 21, 2012 - 5912 Basement

**Board Members Present:** Terry Brackney, Boyce Bryson, Judi Brown, Kate Mohill, Sara Zimmerman

The board meeting was called to order by Boyce Bryson at 7:00 P.M.

## **Treasurer's Report**

Judi distributed a budget report as of July 31, 2012 and presented a brief summary. She reported that we are awaiting confirmation of final billing for the completed masonry repair project. To date we remain under budget for the entire project. Other than some outstanding special assessment and regular assessment payment delinquencies, we are still on target for the 2012 budget.

## **Old Business**

- **Replacement of exterior lighting fixtures**

Terry reported that he has been investigating exterior lighting fixtures to replace the exterior stairway and the front gate fixtures. He presented several examples that range in price from \$20 to \$40 per fixture. The board agreed that it would be best to go with the less expensive, but still functional fixtures. Terry and Judi have volunteered to visit a local lighting store to view more fixtures and compare prices with those found online. The board will also obtain bids for installation of the new fixtures. It is hoped that this project will be completed this fall.

- **Exterior Common Area Painting**

As proposed at the last board meeting in June, the board will obtain bids for touch-up painting of several common areas including the front and side gates and fences, the parking lot gates and fences, unit exterior backdoors, and any other areas that are in need of repainting.

## **New Business**

- **Paulina Court Fall Clean-up Day 2012**

The board agreed that two fall clean-up days will be scheduled: Saturday, September 29, and Saturday, October 13. The major project will be to power wash and seal the wooden exterior stairways and decks. Two days will be needed to perform the cleaning and to allow the wood to properly dry before applying the wood sealant. The association owns one power washer and Boyce will check into renting a second power washer for the project.

Other possible work projects include general clean-up of common areas, replacement of common area light bulbs where needed, weeding, and planting of flower bulbs and bushes. Boyce volunteered to send an email to all owners announcing the fall clean-up dates. Further planning will be discussed at the September meeting.

- **Trimming of Courtyard Trees**

Judi reported that trimming of the courtyard trees will be scheduled for this fall. Kate Mohill will coordinate with the contractor when they arrive to perform an on-site estimate for the work. The work will be scheduled after an estimate is received.

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

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

- **Mark Your Calendar for our Fall Clean-Up Days**  
**Saturday, September 29 and Saturday, October 13, 9:00 A.M. – 12 Noon**, are the dates selected for our annual Fall clean-up. More details will follow after the September board meeting. If your schedule allows, please plan on volunteering for at least one of the two Saturdays.
- **Safety First: Close and Lock all Common Area Doors and Gates**  
With the recent reports of a neighborhood home invasion and burglaries, 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. All the common area doors, gates and locks will be checked for repair or adjustment during our fall clean-up.
- **Please Help to Maintain Our Property "Curb Appeal"**  
As stated in our condo association declaration:  
*"No clothes, sheets, blankets, laundry or other articles of any kind shall be hung out or exposed on any part of the Common Elements (including Limited Common Elements such as balconies and decks). The Common Elements shall be kept free and clear of rubbish, debris, and other unsightly materials."*  
[Taken from the Paulina Court Condo Declaration, Section 11, paragraph I, page 18]
- **Paulina Court website and Current Email Addresses**  
If you have a new or updated contact information, please contact Khiem Tran at [ktran.chicago@comcast.net](mailto:ktran.chicago@comcast.net) so he may update it on our association website.

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

- **New Board Member Cultivation**  
Want to get involved? Attend your board meetings and please consider becoming a part of our community process. We need your interest, input, ideas and support. It's your association and your investment.

**Next Board Meeting: Tuesday, September 11, 2012**

7:00 P.M. - 5912 Basement

Please bring your own chair.