

# **Paulina Court Condo Board Meeting Minutes**

September 18, 2012 - 5912 Basement

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

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

## **Treasurer's Report**

Judi distributed a budget report as of August 31, 2012 and presented a budget summary. She reported that there are still some outstanding special assessment payments and a few regular assessment payment delinquencies, but the amount owed has significantly decreased. She also reported that the association has received a check for \$5,600 from Chase Bank to cover a portion of the outstanding assessment balance for 5920, #2E. It has been reported that there is a potential buyer for this unit. Otherwise, we are still on target for the 2012 budget. The current reserve amount is approximately \$85,000.

## **Old Business**

- **Replacement of exterior lighting fixtures**

Terry reported that he and Judi had visited Marshall Lighting to view exterior lighting fixture samples to replace the exterior stairway and front gate fixtures. The board agreed that the fixtures that they selected are suitable and the board should proceed with purchasing them. The stairway light fixtures are approximately \$20 per fixture and the front gate fixture, which includes a built-in photo sensor, is approximately \$50. Terry volunteered to follow-up with Marshall Lighting to buy the fixtures and coordinate delivery. Alan Gold's office is obtaining an installation bid and Mark will contact a handyman/electrician that he and other owners have used in the past to get an additional bid. Installation should be completed by the end of October.

- **Exterior Common Area Painting**

Mark reported that he has contacted Alan Gold to 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 trim, and other common areas that are in need of repainting. This work will most likely be scheduled for next spring.

Mark also told the board that two owners have reported balcony ceiling deterioration. Mark will coordinate with Alan Gold to schedule a day to examine the ceilings and determine what steps will need to be taken to repair the ceilings and prevent further water seepage.

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

Boyce Bryson reported on the two fall clean-up days scheduled for Saturday, September 29, and Saturday, October 13. The major project for the two days is power washing/water sealing the wooden exterior stairways and decks. Other tasks will include weeding, general cleaning of common areas and replacement of common area light bulbs where needed.

Boyce volunteered to pick up any needed supplies. He will coordinate the assignment of clean-up duties to those who are unable to attend either date and will also send out an additional clean-up day reminder email to all owners. The board is suggesting that owners volunteer for at least one of the two Saturdays. To allow for full access for power washing and moisture sealing, owners should remove all personal items (flower pots, planters, etc.) from the exterior stairways and decks before Saturday, September 29.

- **Trimming of Courtyard Trees**  
The courtyard trees have been trimmed and the squirrels' nests have been removed.

### **New Business**

- **Basement Ceiling/Wall Deterioration**  
Kate Mohill reported that there is some minor wall surface deterioration in the owner storage area of the 5916 basement and may indicate some water seepage. The board will further investigate this issue.
- **2012 Annual Meeting**  
The board discussed the upcoming 2012 annual meeting/board election and proposed that the meeting will be held on Tuesday evening, November 13.

After some discussion concerning the 2013 budget, the board proposed that there will be no increase to assessments for 2013. Owners who would like to run for a position on the board should contact Alan Gold by email ([apgoldrealty@yahoo.com](mailto:apgoldrealty@yahoo.com)) no later than October 10. The proposed 2013 budget and the slate of board candidates will be distributed to owners prior to the November meeting.

With no other pending business, the meeting adjourned at 8:10 P.M.

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

- **Fall Clean-Up Days**  
**Saturday, September 29 and Saturday, October 13, 9:00 A.M. – 12 Noon.**  
If your schedule allows, please plan on volunteering for at least one of the two Saturday dates and you are welcome to volunteer for both days. We'll meet in the courtyard at 9:00 A.M. Come out and enjoy the fall weather, meet your new neighbors, and help to improve our property!
- **Annual Board Meeting – Tuesday, November 13 at 7:00 P.M.**  
Mark your calendar now. The 2013 budget will be presented and approved, the 2013 board will be elected, and current and future projects will be reviewed at the annual meeting. All owners are required to attend. Please contact Alan Gold ([apgoldrealty@yahoo.com](mailto:apgoldrealty@yahoo.com)) if you are interested in running for the board. More details will follow after the October board meeting.
- **With winter weather is right around the corner...**  
Please remove your window air conditioning units by October 31st. This will help to minimize heat loss and lower heating costs during the upcoming winter heating season.
- **Locked Out of Your Unit?**  
To avoid a costly visit from the locksmith, consider giving a duplicate key to a neighbor in your stack for safekeeping or hide a duplicate key in a basement common area location (e.g., your electrical breaker box or another secure location known only to you). The association does maintain a locked key storage cabinet for owners who voluntarily provide a duplicate key to the association; however, storage box access is restricted and to be opened for emergencies only.

**Next Board Meeting: Tuesday, October 9, 2012**

7:00 P.M. - 5912 Basement  
Please bring your own chair.