

Paulina Court Condo Annual Board Meeting Minutes

November 13, 2012 - 5916 Basement

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

Owners Present: Jeff Hutchins

After determining that a quorum was present for the annual meeting, the meeting was called to order by Mark Hoeve at 7:00 P.M.

2013 Board Election

- The six candidates for the 2013 board are: Judi Brown, Terry Brackney, Boyce Bryson, Mark Hoeve, Kate Mohill and Sara Zimmerman. There were no additional nominees from the floor. Because there are six candidates for the six board positions, it was proposed that the ballot vote be suspended and the 2013 board be elected by voice acclamation.

The 2013 board was unanimously elected by a voice acclamation vote.

2013 Budget Adoption

- Mark reported that the proposed 2013 budget will remain the same as the 2012 budget, with no increase to owner assessments. With no further discussion, the 2013 budget was brought to a vote. [A copy of the 2013 budget is attached.]

On motion made and seconded, the proposed 2013 budget was unanimously approved by voice vote.

Treasurer's Report

Judi Brown distributed the budget report as of October 31, 2012, and reported that we continue to be on track for the 2012 budget. The 2013 budget will remain the same as the current budget except for adjustments to the amounts allocated for some line items, including heating fuel and building repairs. She also reported that our current reserve amount is approximately \$85,000.

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

New Business

- **Proposals to amend the Rules and Regulations**
Because of the recent increase in the number of units that are being rented and the projected increases for heating fuel expenses, the board has proposed four changes to the Paulina Court rules and regulations handbook:
 - 1) It is proposed that: *Owners are required to remove all window air conditioning (AC) units by October 31st, unless the AC units have been properly secured and insulated for the winter or have otherwise been granted exception by the board. Proof of proper AC unit insulation must be submitted to the board via electronic photograph (e.g. digital camera, phone camera) no later than October 31. Failure to remove the AC units or provide proof of proper AC insulation will result in a \$250 fine assessed to the owner for each heating season (approximately October 15 – May 15) that they are noncompliant.*

Since we are already beyond the October 31 deadline for this year and the rule will not take effect until after the December board meeting, the deadline for air conditioner removal will be extended to January 15, 2013.

2) It is proposed that: *A fee of \$25 will be assessed to a rental unit owner to cover the cost of providing new front door/mailbox nameplates and the cost of reprogramming the front gate security system to accommodate the renters who are leasing the unit. This fee must be paid in advance of the renter moving into the unit.*

3) It is proposed that: *A fine of \$600 will be assessed to a unit owner who fails to follow proper unit rental protocol when leasing their unit, as stated in the Paulina Court rules and regulations handbook. This fine will be in addition to the \$600 refundable deposit that is required when a unit is leased.*

4) It is proposed that the language of rule #3 in the Leasing/Renting section of the rules and regulations handbook be amended to: *The term of the lease must be for 12 months, unless otherwise pre-approved by the Paulina Court board.*

As with other fees and fines, an additional late fee will be imposed for each month that a proposed fee or fine payment remains delinquent. These proposed changes will be brought to a vote at the December board meeting.

A motion was made to accept the rules and regulations proposals. The motion was seconded and approved by voice vote.

- **Condominium Declaration and By-Laws Documents Update**

Because of the many changes to the State of Illinois condo laws and regulations and the recent increase in the number of Paulina Court rental units, the board discussed the need to have our current Declaration and By-laws documents reviewed and possibly updated by legal counsel. The documents have not been reviewed or amended since the association was formed about 12 years ago. The cost for this project is estimated to be \$4,000 to \$6,000. Boyce Bryson volunteered to contact Alan Gold's office for more information on how to begin this process and for suggestions for possible legal counsel.

Old Business

- **Bids for gate and fence painting project**

The board has received four bids from commercial painters to refurbish and paint the common area gates and fences, including the parking lot. The bids include:

Roger Hendricks:	\$3,200.00
Vassil Chkoumbov:	\$ 950.00
Pedro Irepan:	\$5,900.00
McMaster Painting:	\$4,300.00

After a brief discussion, the board agreed that the most detailed and comprehensive bid was submitted by McMaster Painting and Decorating. This project will begin next spring.

A motion was made to accept the bid for \$4,300 from McMaster Painting. The motion was seconded and approved by voice vote.

- **Common Area Carpet Replacement**

The board discussed the need to replace the stairway and landing carpeting in each stack and suggested that this project could be done in 2013. Jeff Hutchins volunteered to research possible carpeting replacement choices. Discussion on this project will be continued at a future meeting.

With no further business, the annual meeting adjourned at 7:45 P.M.

**Next Board Meeting: Tuesday, December 11, 2012
7:00 P.M. - 5912 Basement**