

## Paulina Court Condo Annual Board Meeting Minutes

December 11, 2012 - 5912 Basement

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

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 next board meeting.

### Old Business

- **Vote to approve proposals to amend the Rules and Regulations**

The board has proposed four changes to the Paulina Court rules and regulations:

- 1) It is proposed that: *Owners are required to remove all window air conditioning units by October 31<sup>st</sup>, 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 beyond the October 31 deadline for this year, the deadline for AC removal will be extended to January 15, 2013 to allow additional time for compliance.

- 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 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.

On motion made to approve the above amendments to the rules and regulations, the motion was seconded and unanimously approved by voice vote.

The Rules and Regulations handbook will be revised to include these changes. The updated handbook will be distributed to all owners via email and also will be posted on the Paulina Court website.

- **Update on Repair, Miscellaneous Issues**

Mark reported that the courtyard front gate has been scheduled for repair. Also, the emergency masonry repair to the 5920 stack has been scheduled and should begin soon. This repair will be done by Dakota Evans Restoration to correct an ongoing problem of water seepage into some of the 5920 units.

Mark reported that we have received preliminary notification of the pending sale and possible closing of 5920, Unit 2E, which had been in foreclosure. The board should receive more information concerning the sale and the payment of delinquent assessments for the unit in the coming weeks.

- **Common Area Carpet Replacement**

The board has discussed the need to replace the stairway and landing carpeting in each stack. Owner Jeff Hutchins had volunteered to research possible carpeting replacement options at the November board meeting and the board has begun to receive installation bids for the project. The bids will be reviewed and discussed at future board meetings. It is anticipated that the project can begin this spring or summer.

### **Old Business**

The board has recently been informed that one of the current rental units will be subleased. Since there are no specific association rules regulating the subleasing of units, it was suggested that the board continue to review this issue. In the mean time, the rules that pertain to the protocol for the leasing of units will also apply to the subleasing of units. The board will continue to monitor this issue.

With no further business, the annual meeting adjourned at 7:30 P.M.

**Next Board Meeting: Tuesday, February 12, 2013  
7:00 P.M. - 5912 Basement**

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

- **There will be no January board meeting.**

The next meeting will be on Tuesday, February 12, 2013 at 7:00 P.M.

- **Christmas Tree, Oh Christmas Tree...**

With the holiday season upon us, please remember to use the exterior stairways when transporting live Christmas trees into and out of your unit. This will help to keep our stairway carpeting and entryways free of evergreen needles. Thank you!

- **Winter has arrived and snow is soon to follow...**

Since we do not utilize a snow removal service, don't hesitate to pick up a snow shovel or use the snow blower to help clear our sidewalks whenever we have a snow cover. For heavier snowfalls, the gasoline-powered snow blower is stored in the 5912 basement. Instructions are posted on the 5912 alley basement door. Shovels and salt containers are also located in each stack entryway.

- **Www.paulinacourt.org and Current Email Addresses**

If you have a new or updated contact email address, please contact Khiem Tran at [ktran.chicago@comcast.net](mailto:ktran.chicago@comcast.net) so he may update it on the Paulina Court 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. The website login is [paulinacourt](http://www.paulinacourt.org) and the password is [paulina1379](http://www.paulinacourt.org).

- **Happy Holidays!**

Thanks to all for making 2012 another great year for Paulina Court. Every owner's input and participation are important so please make a point of attending your board meetings.