

Paulina Court Condo Board Meeting Minutes

March 19, 2013 - 5912 Basement

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

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

Treasurer's Report

Judi distributed a budget report as of December 31, 2012 and presented a brief budget summary. She reported that with the recent sale of 5920 #2E, the association has recovered a large percentage of the outstanding delinquent assessment payments and legal fees due to the foreclosure of the unit. Overall, assessment delinquencies are down for the year. Late fee notices will go out to owners who continue to have outstanding assessment balances. As of 12/31/13, the expenditure for heating fuel, which is our largest line item, was at 45% of what had been budgeted for the year. Otherwise, we are on target for the 2013 budget. The current reserve amount is approximately \$85,000.

On a motion made and seconded, the treasurer's report was approved.

Old Business

- **Update of repair projects**

Mark presented an update report on the repair projects that will be scheduled for this spring and summer. Projects include the painting of all common area metal gates and fences, including the parking lot fence and gates; replacement of the stairway and landing carpeting in each stack; painting of the unit back doors, trim and thresholds; and also possible work to improve the landscaping of the courtyard and the street side of the buildings.

A bid from McMaster Painting and Decorating for the fence/gate painting had been accepted by the board last fall. Mark will consult with Alan Gold to determine when that project can be scheduled. To date, we have received two bids for the carpet replacement project. It was suggested that we try to obtain at least one additional bid before proceeding. The board has agreed to hire Roger Hendricks to do the unit rear doors and trim painting. In regard to possible landscape work, it was suggested that the board consult with a professional landscape designer for direction and advice going forward. Kate Mohill volunteered to contact a landscape designer that she knows to schedule a possible meeting.

As a reminder, Mark suggested that unit owners who have not water sealed their courtyard wooden decks should do so this spring when the weather allows. Except for two or three decks, all the exterior wooden stairways and decks were water sealed last fall as part of the annual fall clean-up.

New Business

- **Unit window and door replacement and maintenance**

It was suggested to the board that it might be beneficial to consider shifting the responsibility of future window and door replacement/maintenance from the association to the individual owners. The association condo declaration and by-laws currently state that window and door replacement and maintenance are the responsibility of the association. Making this change would require that the by-laws be amended with the approval of 2/3 of the ownership. After further discussion, it was the consensus of the board that the responsibility for window and door replacement remain with the association.

- **2013 Spring Clean-up**

The annual spring clean-up day will be held on Saturday, May 18, from 9:00 am – 12 Noon. In addition to general housekeeping and cleaning in all common areas, some other possible projects include checking all common area smoke detectors, common area light bulb replacement, replacement of the evergreen bushes that had been removed on the east side of the buildings, laying mulch around the bushes in the courtyard and on the eastside of the buildings. There will be more discussion concerning clean-up day tasks at the April board meeting.

- **Unit window replacement**

Mark reported that at least two owners have expressed concern that some windows have deteriorated to the point that water is leaking into their units, and the windows need to be repaired or replaced. The windows involved are the double windows located on the alley side of the 5912-16 building. Two units have already had these same windows replaced or repaired. Due to the poor installation that was done when the building was renovated, some of the windows have become very loose in their frames and allow water to seep in when it rains or snows. Mark will contact Alan Gold for information about the contractor who performed the other recent window replacement. Mark will also contact all owners via email to determine if anyone else is experiencing similar window leakage issues.

With no further business, the meeting adjourned at 8:00 P.M.

General Reminders and Paulina Court Updates

- **Spring Clean-up 2011**

Our annual spring clean-up day is scheduled for **Saturday, May 18, 9:00 A.M. – 12 Noon**. Come out and enjoy the spring weather, meet with your neighbors, and help improve our property! If you have any project suggestions, please contact the board at boardmembers@paulinacourt.org. More details will follow after the April board meeting.

- **Please Properly Dispose Your Butts**

Please be considerate of your Paulina Court neighbors by properly disposing of cigarette butts and other smoking waste such as wrappers and used matches. Cigarette waste should not be thrown from decks/balconies or otherwise disposed of in any indoor or outdoor common areas, including the yard, landscaping, sidewalks, outdoor stairways and entryways. Also, remind your visitors and guests who smoke to please be aware of this, as well.

- **Spring has Sprung**

With warmer weather returning and unit windows opening, be aware that voices and other sounds tend to amplify in our courtyard, especially from our balconies and decks. **Please be considerate of your neighbors by keeping music and voices at a moderate volume during the day and at low volume during our nighttime quiet hours.** For more information about noise issues, please refer to page 15 of the Paulina Court Rules and Regulations manual.

Next Board Meeting: Tuesday, April 9, 2013

7:00 P.M. - 5912 Basement