

Paulina Court Condo Board Meeting Minutes

August 21, 2018 - 5912 Basement

Board Members Present: T. Brackney, J. Brown, K. Fitzgerald, M. Hoeve, J. Hutchins

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

Financial Report

Judi Brown presented a brief financial update. The checking account is currently \$54,000 and the reserve fund is approximately \$60,000. The monthly assessment delinquencies continue to be minimal, and we continue to be on target for the 2018 budget.

Old Business

- **Exterior stairways and decks power washing/sealing project**
Mark reported that one bid has been received for power washing and sealing the exterior stairways and decks. The bid is from Pow! Pow! Powerwash'nSeal for \$7,850. The board hopes to obtain additional bids for this project before proceeding.
- **Building masonry tuckpointing and maintenance**
Mark reported that bids have been requested for building façade tuckpointing. No bids have been received to date.
- **Bids for landscape irrigation system and security camera installation**
In order to get a better understanding of what the cost of each project might be, Mark reported that bids have been requested for (1) installation of a landscape irrigation system, and (2) installation of building security cameras.

Thus far, one bid has been received for the irrigation system installation from Aquamist for \$6,100. Also, one bid has been received for security camera installation from Vintech for \$4,680. Additional bids are being requested.

Of these two possible projects, the installation of landscape irrigation is one that the board would seriously consider pursuing.

New Business

- **Other proposed common area improvement projects for 2018/2019**
The board agreed that several common area maintenance and improvement projects should be scheduled in the near future. These include painting the interior entryways, stairwells and doors; refurbishing and painting the common area iron fences and gates; and stairway carpet cleaning. Bids will be requested for each project.
- **2018 Annual Board Meeting scheduled**
The board has tentatively scheduled the 2018 annual meeting for Tuesday, November 13. The board is considering holding the meeting off site, perhaps at a local neighborhood restaurant, as it has done in the past. The board will continue planning the meeting and discuss possible venues at the October meeting.

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

General Reminders and Paulina Court Updates

Safety First: Close and Lock all Common Area Doors and Gates

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.

Annual Board Meeting – Tuesday, November 13 at 7:00 P.M.

Mark your calendar now. The 2019 budget will be presented and approved, the 2019 board will be elected, and current and future projects will be reviewed at the annual meeting. All owners are required to attend. More details will be available after the October board meeting.

Looking ahead to October and colder weather...

Please remember to remove all window air conditioning units by October 31. As stated in our Rules and Regulations document:

Owners are required to remove all window air conditioning units by October 31, unless the AC units have been properly secured and insulated for the winter or have otherwise been granted an 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.

Www.paulinacourt.org and Current Email Addresses

If you have a new or updated contact email address or telephone number, please contact Terry Brackney at t.brackney@comcast.net so he may update your information on the Paulina Court website. The website login is **paulinacourt** and the password is **paulina1379**.

To contact all owners via email: If you want to send an email to all Paulina Court owners the address to use is owners@paulinacourt.org. The email address to contact board members only is boardmembers@paulinacourt.org.

Next Board Meeting: Tuesday, September 18, 2018

7:00 P.M. – 5912 Basement