

Paulina Court Condo Board Meeting Minutes

February 20, 2018 - 5912 Basement

Board Members Present: Terry Brackney, Judi Brown, Mark Hoeve, Jeff Hutchins, Becky Kidd
Owners Present: Kate Mohill

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

Financial Report

Judi Brown presented a brief financial update and distributed a 2017 year-end budget comparison report. She reported that assessment delinquencies have been at their lowest level in recent years. As of 12/31/2017, the reserve fund was approximately \$59,000, and the current cash account is \$47,000, with approximately \$5,000 in outstanding bill payments. Overall, we continue to be on target for the 2018 budget.

Old Business

- **2018 Board Officer position confirmation**

The 2018 officer positions

Mark Hoeve:	President
Jeff Hutchins:	Vice President
Judi Brown:	Treasurer
Terry Brackney:	Secretary
Kat Fitzgerald:	Member-at-Large
Becky Kidd:	Member-at-Large

- **2018 landscape and lawn maintenance bids update**

Jeff Hutchins reported that four bids have been received for the 2018 landscape and lawn maintenance. Three of the bids are for lawn mowing and general lawn service, including both spring and fall cleanups:

- Acres Group: \$3,080.00
- Herrera Landscape: \$1,900.00
- Triview Maintenance: \$1,500.00

Annette Held Landscape Design also submitted a fourth bid of \$2,310. This bid includes spring and fall cleanups, continued maintenance of the new landscape plantings, installation of new mulch to the planted areas, and reinstalling the courtyard irrigation system for the spring/summer seasons. This bid does not include general lawn service and mowing.

The board agreed to dismiss the highest bid from Acres Group. The board also agreed that it would be wise to continue with the services provided by Annette Held to oversee the new plantings for at least one more year. Since Herrera Landscape also handles the lawn services for the condo association next door, the board will request a revised bid from Herrera for lawn mowing only, eliminating the spring and fall cleanups that will be provided by Annette Held. Jeff will contact the management company to finalize a landscape maintenance contract with Annette Held and to request an updated bid from Herrera.

A motion was made to accept the landscape maintenance bid from Annette Held Landscape Design. The motion was seconded and unanimously approved by voice vote.

New Business

- **Building heating update**

Mark reported on an informal survey he had conducted, comparing the average daily temperatures for the north and south building units. Comparing the two buildings' temperature sensor readings, the north building (5920-24) was on average 2 degrees warmer than the south building. Even though each building has its own independently controlled heating system, the difference may possibly be attributed to the new roof and roof insulation that was installed on the 5924 section of the building 6-8 years ago. The board agreed that the installation of roof upgrades and insulation for the remaining sections of the two buildings would be worth considering in the future.

- **General Discussion**

Becky reported that she had a recent incident in her unit when a broken drain pipe under the bathtub allowed water to drain to the floor and into the ceiling of the unit below. She said that the cause was most likely due to the improper original installation of the drain pipe connections. The drain pipe has since been repaired and the issue resolved.

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

General Reminders and Paulina Court Updates

- **Garbage and Recycling Dumpsters**

A reminder that we are levied an additional fee for pick-up of trash that is placed outside of or next to the dumpsters. Please make an effort to put all trash and discarded items inside the dumpsters. Also, large cardboard boxes should be broken down before being placed into the either the recycling or the regular garbage dumpsters.

- **Protect Your Investment – Homeowner Insurance**

Each owner is required to obtain and maintain homeowner's insurance. Each owner is required to present the Condo Association (*via the management company*) with proof of that homeowner's insurance. It is important to have insurance not only for belongings, but to protect liability for damage to another unit, caused by something within the owner's own unit. (*Excerpted from the Rules and Regulations booklet, page 6*)

- **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**.

Next Board Meeting: Tuesday, March 20, 2018
7:00 P.M. – 5912 Basement