

## **Paulina Court Condo Board Meeting Minutes**

January 21, 2020 - 5924 Basement

**Board Members Present:** Terry Brackney, Kat Fitzgerald (by phone), Mark Hoeve, Jeff Hutchins, Becky Kidd, Helen Jun

**Owners:** Kate Mohill

**For Management:** Brawley Reishman, Bridget McDonnell (by phone)

Prior to the start of the regular board meeting, the board met with representatives from Westward 360 to discuss ongoing issues of concern. Major concerns include the lack of communication from our property manager, the slow response for follow-up of service/maintenance related requests, and the difficulty encountered when trying to obtain or access association financial information, particularly monthly bank statements and vendor invoices. Brawley Reishman responded and addressed each concern. He conceded that some of the issues are the result of the recent, frequent turnover of Paulina Court property managers, and also the merger of TriView with Westward 360, which occurred in early 2019. He promised to investigate and work to correct each board concern. In the meantime, he will provide Becky with additional account information for easier online access to bank statements, vendor invoices, and other financial information. He also stressed that all association email requests to Westward 360 should cc [paulinacourt@westward360.com](mailto:paulinacourt@westward360.com) so that all management team members will be included in the email.

The board meeting was called to order by Mark Hoeve at 7:30 P.M.

### **Financial Report**

The financial report and 2019 financial summary were deferred to the March board meeting.

### **Old Business**

- **2020 Board Officer position confirmation**

2020 officer positions:

Mark Hoeve:	President
Jeff Hutchins:	Vice President
Becky Kidd:	Treasurer
Terry Brackney:	Secretary
Kat Fitzgerald:	Member-at-large
Helen Jun:	Member-at-large

- **2020 repair and improvement projects**

Mark asked the board to suggest possible improvement projects for 2020. Previously proposed projects include painting of the entryways/interior stairways and the replanting of courtyard shrubbery that had been removed and planting of additional groundcover. The board has also proposed scheduling a volunteer community spring cleanup day to tackle common area cleanup and landscape planting tasks. More details will be available after the March board meeting.

- **Management company meeting overview**

Review and discussion of the Westward 360 management meeting took up the remainder of the meeting. The board agreed to allow the management company more time to address the concerns and make improvements, but did not rule out the possibility of researching other property management companies to replace Westward 360.

With no further business, the meeting adjourned at 8:15 P.M.

**Next Board Meeting: Tuesday, March 10, 2020**

7:00 P.M. – 5924 Basement