

Paulina Court Condo Board Meeting Minutes

March 10, 2015 - 5912 Basement

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

Mark Hoeve called the meeting to order at 7:00 P.M.

Treasurer's Report

Judi gave a brief financial update. The current total reserve fund is approximately \$70,000.00 (\$60,000 plus the budgeted \$10,000 carry-over from 2014). Judi reported that she has spoken with the accounting service that handles the association's tax return filings and a filing extension has been submitted to allow more time to sort out the 2014 financials. In summary, we are still on target for the 2015 budget.

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

Old Business

- **2015 possible repair projects**

Mark reported that several repair projects have been suggested by owners, including:

- repair of basement glass block windows
- replacement of plywood covered basement windows
- courtyard balcony ceiling repair
- courtyard landscape improvement project
- heat strip installation for 5920 roof

Due to the lack of funds, the 5920 roof heat tape installation had been put on hold. Now that funds are again available, the project will be completed before the arrival of winter weather. The board agreed to put the courtyard-landscaping project on hold until it's determined what funds will be available for the project. Mark volunteered to contact Roger Hendricks to examine the balcony ceilings and determine which are in need of repair. The list of possible repair projects will also be submitted to the management company.

- **Long-Range Repair/Replacement Planner**

Mark distributed an updated copy of the long-range repair planner spreadsheet. The planner includes several short, medium and long-range projects (parking lot repaving, masonry repair, water heater replacement, window replacement, etc.) and their estimated costs. The board will use the planner to prioritize common area improvements, as they are needed.

New Business

- **Lawn service for 2015**

The board agreed to continue using Diaz Brothers for our lawn/gardening services.

- **Paulina Court spring clean-up**

The board agreed that a community spring clean-up day should be scheduled for this spring. The tentative date is Saturday, May 16, from 9:00 a.m.–12 Noon. More details about possible projects will be available after the April board meeting.

- **Fire extinguisher equipment in indoor common areas**

The board discussed the lack of fire extinguishers in our common areas and will take action to remedy this. Mark volunteered to contact the management company to address this issue.

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

General Reminders and Paulina Court Updates

- **Spring Clean-up 2015**

Our spring clean-up day is tentatively scheduled for **Saturday, May 16, 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.

- **Proper Disposal of Cigarette Waste**

Please be considerate of your Paulina Court neighbors by properly disposing 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. Please remind your visitors and guests who smoke to please be aware of this, as well. Also, smoking is prohibited in all indoor common areas.

- **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.

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

If you have a new or updated contact email address or telephone number, please contact Khiem Tran at ktran.chicago@comcast.net so he may update your information on the Paulina Court website. To access the website, the website login is **paulinacourt** and the password is **paulina1379**.

- **Updated Rules and Regulations Manual Online**

A revised copy of the Paulina Court Rules and Regulations manual is available on the Paulina Court website. The manual contains updated contact information for our new management company, Transproperties Management.

Next Board Meeting: Tuesday, April 14, 2015

7:00 P.M. - 5912 Basement