

# **Paulina Court Condo Board Meeting Minutes**

October 13, 2015 - 5912 Basement

**Board Members present:** Terry Brackney, Judi Brown, Boyce Bryson, Mark Hoeve, Kate Mohill

**Owners present:** Jeff Hutchins

**For management:** Brawley Reishman

Mark Hoeve called the meeting to order at 7:10 p.m. after determining that a quorum was present.

## **Treasurer's Report**

The full financial report was deferred to the November meeting.

## **Old Business**

- **2016 budget proposal**

Mark reported that the board met in executive session on October 8th to plan for the 2016 budget. At this meeting the board reviewed and prioritized several possible improvement projects and how the projects might impact the new budget. After discussing several scenarios, the board agreed to propose a 1.5% increase to the 2016 budget.

With further discussion of the possible budget increase and reworking some of the budget line item amounts, the board reconsidered the 1.5% increase and then proposed that perhaps an increase would not be needed for the 2016 budget. With two budget proposals on the floor, the board proceeded to vote on both proposals.

On a motion made and seconded, the board voted to reject the 1.5% increase budget proposal.

On a motion made and seconded, the board voted to approve the 0% increase budget proposal.

This proposed 2016 budget will be reviewed and approved by the board at the November annual meeting.

- **Annual meeting and board election**

In order to allow for sufficient time (30 days) for the proposed 2016 budget to be distributed to owners, the annual meeting will be held on the third Tuesday, November 17 rather than the usual second Tuesday monthly meeting date. The meeting will be held in the 5916 basement. The management company will mail a meeting notice, the proposed budget, a slate of board candidates, and election proxy forms to owners.

- **Dryer vent cleaning**

Brawley reported that the dryer vent cleaning was successfully completed on October 2-3 with all but 3 units participating. Owners who did not schedule vent cleaning will be responsible for having their dryer vents cleaned at their own expense in avoid a possible fine.

## **New Business**

- **Snow removal service**

The board is considering hiring a snow removal service for the 2015-16 winter season. In previous years, the association has relied on owner volunteers to help clear snow from common area sidewalks, entryways and the parking lot sidewalk and parking lot gates. So far one bid has been received from an outside service. The board is estimating that the total cost would be between \$1,500 and \$2,000, depending, of course, on the number/amount of total snowfall.

The board has also been approached by 3 owners who are willing to provide comparable snow removal service to the association in return for a total combined credit of \$1,300 to their owner accounts as compensation. The proposal includes using the association's snow

removal equipment. After some discussion, the board agreed to consider this proposal and bring it up for discussion at the November annual meeting. Brawley will send an email to owners with information about this snow removal proposal.

- **Workman's comp insurance**

Brawley reported that the association does not currently carry workman's compensation insurance to cover contractors who are hired for on-site work and recommended that a workman's comp policy should be implemented. The board agreed and directed Brawley to investigate policy options and prices.

- **Furnace / Boiler maintenance**

Brawley reported that Williams Stoker will not be able to perform our yearly furnace maintenance and suggested that Jacobs Boiler be used instead. The board agreed. The pre-heating season maintenance will be completed within the next 1-2 weeks.

With no further business, the meeting adjourned at 8:30 P.M.

### **General Reminders and Paulina Court Updates**

- **Annual Board Meeting – Tuesday, November 17 at 7:00 P.M.**

The 2016 budget will be presented and approved, the 2016 board will be elected, and current and future projects will be reviewed at the annual meeting. All owners are required to attend.

- **Reminder for contacting all owners via email**

If you need to send an email to all Paulina Court owners the address to use is [owners@paulinacourt.org](mailto:owners@paulinacourt.org). The email address to use for board members only is [boardmembers@paulinacourt.org](mailto:boardmembers@paulinacourt.org).

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

If you have a new or updated contact email address, please contact Khiem Tran at [ktran.chicago@comcast.net](mailto:ktran.chicago@comcast.net) so he can update your information on the Paulina Court website.

The website login is **paulinacourt** and the password is **paulina1379**.

- **New Board Member Cultivation**

Want to become involved in the Paulina Court board? Attend your board meetings...or better yet, run for a position on the board. We need your interest, input, ideas and support!

**Next Board Meeting: Tuesday, November 17, 2015**

7:00 P.M. – 5916 Basement