

Paulina Court Condo Board Meeting Minutes

March 30, 2021 – Meeting was held via Zoom teleconference

Board Members: Terry Brackney, Kat Fitzgerald, Mark Hoeve, Jeff Hutchins, Helen Jun, Becky Kidd
Owners Present: Andrew & Linda Currie, Diane Regner (renter for Andrew Currie), Paul Zimmerman
Building Management: Mike Kurtovic, Property Manager

Meeting Call to Order

Mark Hoeve called the meeting to order at 7:03 P.M.

Approval of the January meeting minutes

A motion was made to approve the January 2021 board minutes. The motion was seconded and unanimously approved by voice vote.

Financial Report

Becky and Mike presented a brief financial update. The current operating account is approximately \$64,000 and the reserve fund is \$100,800. Becky reported that there are no current assessment payment delinquencies. She also reported that a special assessment notice with payment option information had been mailed from the management company to all owners.

Old Business

- **Roof replacement project contract approval**

Mark reported that 3 roofing repair bids have been received:

- O'Hara's Son Roofing (OSR): \$83,700
- Nairco Inc.: \$91,450
- EB Building Services: \$92,000

After reviewing the bids and follow-up discussion, the board agreed to accept the OSR bid. Mike reported that roof masonry repair will also be needed and will be coordinated with the roof replacement. Also, with the installation of new roofing material and insulation, all skylights need to be raised 4-5 inches to allow for the increased roof thickness. More information will be forthcoming once the project has been scheduled. Mark also asked Mike to have the roofers check the condition of the gutters and to inspect the guttering heat tapes.

A motion was made to accept the OSR bid of \$83,700. The motion was seconded and unanimously approved by voice vote.

- **Deck/Stairway cleaning and sealing project**

Mike reported that two bids have been received for the wooden deck/stairway cleaning project:

- M&E Maintenance: \$6,000
- Nairco Inc.: \$5,200

This project will be scheduled for late summer after the roof replacement and balcony repair projects have been completed.

A motion was made to accept the Nairco bid of \$5,200. The motion was seconded and unanimously approved by voice vote.

- **5916 balcony ceiling and down spout repair**

Mike reported that he will continue to receive bids for this project. The board will review the additional bids at the May board meeting and will schedule the work sometime in the early summer.

- **Front gate intercom system replacement update**

Mike reported that two bids have been received to replace the front gate intercom system:

- ATDM: \$3,175
- Chicago Building Services: \$2,533.88

These bids are for landline (wired telephone line) based intercom systems, similar to what is currently in place. The board agreed to postpone the decision and asked Mike to get additional bids for a cellular (wireless) system for comparison.

New Business

- **2021 Lawn Maintenance contract approval**

The board agreed to approve the Herrera Landscape bid of \$2,340, which will include laying down new mulch and planting the courtyard urns. A general spring lawn cleanup will be scheduled later in April.

A motion was made to accept the Herrera bid of \$2,340. The motion was seconded and unanimously approved by voice vote.

- **New owner and moving policy review**

Due to the board's concern that moving policies are not being properly followed, a moving policy reminder notice will be sent to all owns from the management company. All moves must be scheduled and approved through the management company. Also, per our rules and regulations, a non-refundable move-in fee of \$250 will be assessed for all move-ins. The board will review the moving fee policy at the May meeting.

- **Waste and recycling vendor update**

Mike confirmed that Chicago Disposal will take over as our new waste management vendor and the transition will occur within the next few weeks. The new monthly disposal fee will be \$450.

Open Forum and Adjournment

- **Continuation of Zoom board meetings**

The board agreed to continue meeting via Zoom. A huge thank you to Kat Fitzgerald for allowing the board to use her Zoom account to schedule and facilitate our meetings.

- **Insect exterminator inspection**

Mike reported that a common area insect exterminator visit will be scheduled this spring.

- **Fire extinguisher inspection update**

Mike reported that the common area fire extinguisher inspection has been completed and extinguishers were replaced or moved where necessary.

- **Composting bin installation**

Paul Zimmerman reported that he has signed up for a food waste composting service. A locked collection bin will be placed in the alley next to the recycling containers. The composting program will be open to all interested owners; however, there is a limit to the number of participants per container and there is a monthly fee. He will send out an informational email to all owners explaining the program. Any owner who is interested in participating should contact Paul directly.

With no further business, the board meeting adjourned at 8:22 P.M.

Next Board Meeting: Tuesday, May 25, 2021, 7:00 P.M. – Via Zoom teleconference
Please contact Mark Hoeve at markhoeve1234@yahoo.com for Zoom login information