

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

May 21, 2019 - 5924 Basement

**Board Members Present:** Terry Brackney, Mark Hoeve, Jeff Hutchins, Becky Kidd

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

### **Approval of March meeting minutes**

A motion was made to approve the March 2019 board minutes. The motion was seconded and unanimously approved by voice vote.

### **Financial Update**

The financial report was deferred to the July 2019 meeting.

### **Old Business**

- **Common element maintenance projects**

Mark reported that several maintenance projects have been or soon will be scheduled for the summer months. These include power washing and weather sealing of the exterior wooden stairways and decks, and painting of the interior stairways and entryways. The stairway carpet cleaning and fence and entry gates painting projects have already been completed earlier in the spring.

- **Landscaping maintenance update**

Jeff Hutchins reported that all the evergreen bushes that lined the courtyard west wall had died or were severely damaged over the winter and need to be removed. There are no current plans to replace them. Also, three courtyard boxwood bushes appear to be dying and will most likely have to be removed and possibly replaced. Jeff volunteered to contact the management company to address these issues with our landscaping and lawn service.

### **New Business**

- **Board treasurer replacement**

Becky Kidd has agreed to fill the vacant board treasurer position. The vacancy was created when Judi Brown recently sold her unit and resigned from the board. The board wishes to thank Judi for her many years of service to Paulina Court as both a board member and board treasurer.

- **Basement storage issues**

Becky reported that several pieces of furniture and other items have been recently stored in the 5920 basement outside of the owner storage lockers. To address this issue, she volunteered to compose an email that will go to all owners with a reminder that all personal items must be stored in the storage lockers. (A copy of the email, which also includes other useful information, is included with these minutes.)

- **Balcony ceiling issues**

Mark reported on the deterioration of the 5912 #1E and #2E balcony ceilings. The board agreed that the ceilings need to be inspected and repaired. Terry volunteered to contact the management company in order to begin seeking bids for repair or replacement.

- **Board vacancy**

Mark reported that there is currently a board member vacancy and suggested that the board might approach owners about volunteering to fill the position for the remainder of 2019.

With no further business, the meeting adjourned at 7:50 P.M.

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

- **Summer in the City**

A quiet reminder: now that warm weather has finally arrived and windows are open, please remember that sounds and voices tend to amplify in our courtyard, especially from the balconies and decks. Be considerate of your neighbors by keeping music, cell phone conversations, and voices at low volume during the nighttime quiet hours and at moderate levels during the day.

- **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.

- **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). If you have a new or updated contact email address, please contact Terry Brackney at [t.brackney@comcast.net](mailto:t.brackney@comcast.net) to update your information on the Paulina Court website. The website ([www.paulinacourt.org](http://www.paulinacourt.org)) login is **paulinacourt** and the password is **paulina1379**.

**Next Board Meeting: Tuesday, July 16, 2019**

7:00 P.M. – 5924 Basement

May 2019

Paulina Court owners and residents,

As spring appears finally to be approaching, and since we have several new owners and residents, the board feels that this is a good time for some neighborly reminders with regard to being good neighbors. The first suggestion is that you get to know your new neighbors (and your existing neighbors, for that matter). Introduce yourself. Bake them some cookies. Invite them over for coffee. You know, neighbor stuff. This way the first time you meet someone isn't when you're asking them to turn down their TV or when they are upset about your dog barking.

The Paulina Court Condominium Association Rules and Regulations are available on the Westward360 (management company) web portal. Please familiarize yourself with them. It is a good idea for everyone to reread them periodically. There's a lot of information in there and I am not going to repeat it all here. There are, however, a few items that have been brought to the boards' attention:

### **Noise**

- Our building is over 100 years old with original, non-insulated hardwood flooring and plaster walls. Unfortunately, sound transmits quite readily, especially between the floors. Please be mindful of this and consider area rugs, soft soled shoes indoors, moderating TV and music volume, etc.
- Quiet hours are 10PM-8AM weekdays and 12AM-9AM Sat & Sunday. Excessive noise is prohibited at all times.
- If you play a musical instrument in your unit, please refrain from doing so during quiet hours. With amplified instruments, such as electric guitars and keyboards, we strongly recommend using headphones when playing in the building.
- If you are planning a party, please let the units around you know in advance.
- It's finally open window season! Please be mindful of how much sound echoes in the courtyard and breezeways. Even a quiet conversation is by no means private in these areas.

### **Storage areas**

A little background on this: a couple of years ago the association spent considerable time and money cleaning out all the storage and common areas after some ongoing accumulation of stuff in these areas. It has been noted that recently items are creeping back into these areas.

- All personal belongings must be stored in your unit's storage cage. Residents whose units are duplexed into the basement and do not have storage cages are not permitted to store items in the basement storage areas.
- If you wish to leave items temporarily in the common area, they must be labeled and marked with the date that they will be removed.
- Exemptions to this policy are permitted on a stack by stack basis. This means that residents must secure the permission of the rest of all the residents and owners in their stack to keep anything in the common area long term. I know this is the case with the bicycles and heavy bag in 5920 and may well be the case with some items in other stacks. Please be respectful of your neighbors.
- **Nothing can be stored in the boiler room in either building.** This is a safety standard mandated by city code. Anything in the boiler rooms will be removed and discarded.

### **Trash**

As a multi-unit building, the condo association pays for both garbage and recycling. This is to say that we all pay for it.

- All garbage should be bagged and placed in the two dumpsters between our parking lot gates.
- Nothing can be left outside the dumpsters. Our waste hauler fines us for items left outside the dumpsters.

## Recycling

- All recycling must be put in the three carts just north of our dumpsters. Please refer to the guidelines on the top of the carts.
- Items must be put in loose, NOT IN BAGS OR BOXES.
- All boxes must be broken down completely and put in to take up as little space as possible.
- You must sort your recyclables. If there are items in the cart that should not be, the whole contents gets discarded and we pay for it anyway.
- WHEN IN DOUBT, THROW IT OUT. If you are not absolutely certain that something is recyclable by the Chicago standards (the list on top of the bins) please just put it in the trash dumpster.
- If you are not going to sort your items, please just put them in the trash dumpster.

I hope everyone's moves are going smoothly and that you are finding your way around the building and the neighborhood. If there are any questions regarding these or any other building issues, please contact me or any other board member.

If you read this far, thank you!!

Respectfully,  
Becky Kidd  
Board Treasurer  
5920 2E