

Paulina Court Condo Annual Meeting and Board Meeting Minutes

November 14, 2017 - 5924 Basement

Board Members Present: Terry Brackney, Judi Brown, Kat Fitzgerald, Mark Hoeve, Jeff Hutchins, Becky Kidd

Owners Present: Halina Currie (for Andrew Currie), Sara Zimmerman

Management: Greta Schluderberg

Annual Meeting Call to Order

After determining a quorum was present, Mark Hoeve called the annual meeting to order at 7:00 P.M.

Mark welcomed those present and opened the meeting by proceeding to the 2018 board election.

2018 Board Election

- The six declared candidates for the 2018 board: Judi Brown, Terry Brackney, Kat Fitzgerald, Mark Hoeve, Jeff Hutchins and Becky Kidd. With six candidates running for six board positions and no additional nominations from the floor, it was proposed that the ballot vote be suspended and the 2018 board be elected by voice acclamation.

On motion made and seconded, the ballot suspension proposal was unanimously approved by voice vote. The 2018 board was unanimously elected by a voice acclamation vote.

Adjournment

With no further business, the annual meeting adjourned at 7:10 P.M.

Board Meeting Call to Order

Mark Hoeve called the regular board meeting to order at 7:10 P.M.

Designation of Board positions

The designation of board officer positions was deferred to the next scheduled board meeting.

Approval of the October meeting minutes

A motion was made to approve the October 2017 board minutes. The motion was seconded and unanimously approved by voice vote.

Financial Report

Greta Schluderberg distributed copies of the current balance sheet and budget report as of 10/31/17. She also provided a brief financial report. As of 10/31/17, the operating fund was \$43,898.35 and the reserve fund was \$58,552.70. In summary, we continue to remain on budget for the year.

2018 Budget Approval

- Mark presented a brief recap of the proposed 2018 budget, which includes no major capital improvements and no increase to assessments. The budget was brought to a vote as proposed with no changes.

On motion made and seconded, the proposed 2018 budget was unanimously approved by voice vote.

Old Business

- **South window replacement for 5916 #3W**

The south facing window replacement for this unit will be scheduled and completed as soon as possible. This is a continuation of the south window replacement project for the remaining 5912-5916 units that have failing windows and water leakage, due to faulty installation by the original building developer.

- **Landscaping maintenance for 2018**

In addition to the bid already received from the landscape installer, Annette Held Landscape Design, the board will continue to seek and review bids for maintenance of the new landscaping for 2018. The board will also seek bids for regular lawn maintenance and mowing, as well.

Open Forum and Adjournment

With no further business, the board meeting adjourned at 8:20 P.M.

General Reminders and Paulina Court Updates

- **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. The email address to use for board members only is boardmembers@paulinacourt.org. If you have a new or updated contact email address, please contact Terry Brackney at t.brackney@comcast.net so he may update your information on the Paulina Court website. The website login is **paulinacourt** and the password is **paulina1379**.

- **Cold Weather Reminder**

Remember to help prevent interior kitchen water pipes from freezing during extreme cold by leaving the cabinet doors under the sink partially open and occasionally running water from your refrigerator water dispenser to help keep the water lines open and ice-free.

- **Safety First: Close and Lock all Common Area Doors and Gates**

There have been recent reports of neighborhood break-ins and delivered packages being stolen. Please remember to double check that all doors and gates are closed, latched and locked as you enter and exit the building. If you notice a broken lock or common area door that does not close and lock properly, please contact a board member via email to schedule a repair.

**Next Board Meeting: Tuesday, February 20, 2018
7:00 P.M. - 5912 Basement**