

Paulina Court Condo Board Meeting Minutes

September 17, 2019 - 5924 Basement

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

Owners Present: Lili Costa, Paul Horst, Kate Mohill

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

Approval of July meeting minutes

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

Financial Update

Mark presented a brief financial update. Due to unexpected capital repair expenses, we are currently over budget by approximately \$2,000 as of 8/31/2019. The reserve fund stands at approximately \$100,000. Due to the current budget overrun, the board has opted to defer the interior stairway/entryway painting project until next year.

Old Business

- **Proposed Rules and Regulations document amendment**

In order to document structural modifications that have been made to several units since the original Paulina Court condo conversion, the board has proposed adding new language which lists these unit modifications to the rules and regulations booklet for future reference. The proposed language is as follows:

Third floor units

Third floor unit owners own the roof rights to the space above their units. For any changes, additions or modifications made to their roof areas, third floor owners assume responsibility for the cost of any repairs made to the roof modifications.

Modifications:

5912, 3E: Central air conditioning unit added (1998), replaced (2019).

Second floor units

Modifications:

No modifications.

First floor units

Four first floor units (5912, 1E; 5916, 1E; 5920, 1E; 5924, 1E) were sold with unfinished basement storage space directly below their units. These basement spaces were sold as unfinished space with no water, sewer or heating utility connections.

Modifications:

5912, 1E: Heating, water and sewer connections were added.

5916, 1E: Interior stairway from first floor to basement was added.

5920, 1E: Interior stairway from first floor to basement was added.

The board will review these changes at the October meeting before finalizing the amendment.

- **Landscaping maintenance update**

Jeff Hutchins reported that the bid to replace the removed courtyard bushes was much more expensive than the board had anticipated. He suggested that this could be done as a volunteer PC community project in the spring to save labor costs. The board agreed and proposed that this project be incorporated into a PC community spring cleanup day.

- **Recycling issues**

Mark reported that on several occasions the recycle bins have been emptied directly into the trash dumpsters by the waste pickup crews because non-recyclable items had been placed in them. When this happens, the entire contents of the recycle bins are discarded and are not recycled. The board would like to remind and encourage all owners to please follow the proper recycling guidelines in order to guarantee that all items placed in the bins are recycled. The 3 recycle bins add an additional \$150 per month to the trash removal budget and we are required by city ordinance to have at least one bin available. (A copy of the recycling guidelines is included with these minutes.)

New Business

- **2020 proposed budget discussion**

Mark reported on the 2020 budget draft that was provided by the management company. As of August 31, there is a budget deficit due to capital repair projects that were not budgeted for 2019. After review and discussion, the board consensus was that an assessment increase for 2020 was not needed. However, the board will continue the budget discussion at the October meeting before making a final budget proposal.

- **2019 Annual board meeting update**

The 2019 annual board meeting is scheduled for Tuesday, November 19. The election of the 2020 board and approval of the proposed 2020 budget will occur at the annual meeting. Additional annual meeting information, including a copy of the 2020 draft budget, will be mailed to all owners by the management company prior to the meeting.

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

General Reminders and Paulina Court Updates

Annual Board Meeting – Tuesday, November 19 at 7:00 P.M.

The 2020 budget will be presented and approved, the 2020 board will be elected, and current and future projects will be reviewed at the annual meeting. All owners are required to attend. More details will be forthcoming after the October board meeting.

Window AC Units removal reminder

Please remember to remove window air conditioning units by October 31. As stated in our Rules and Regulations document:

Owners are required to remove all window air conditioning units by October 31, unless the AC units have been properly secured and insulated for the winter or have otherwise been granted an exception by the board. Proof of proper AC unit insulation must be submitted to the board via electronic photograph (e.g. digital camera, phone camera) no later than October 31. Failure to remove the AC units or provide proof of proper AC insulation will result in a \$250 fine assessed to the owner for each heating season (approximately October 15 – May 15) that they are noncompliant.

Www.paulinacourt.org and Current Email Addresses

If you have a new or updated contact email address or telephone number, 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**.

To contact all owners via email, the address to use is owners@paulinacourt.org. The email address to contact board members only is boardmembers@paulinacourt.org.

Next Board Meeting: Tuesday, October 15, 2019

7:00 P.M. – 5924 Basement



Recycling doesn't have to require extra time and effort.
Let us make it easy for you.



We'll handle it from here.™

Place all acceptable
recyclables
into a designated
recycling container



Yes!



Aluminum and tin

Plastic bottles
and jugs
#1 – #5 and #7



Glass

Paper, magazines,
newspaper, and
boxes from cereal,
crackers and
frozen meals



Cardboard

Is this OK to recycle?

Place all
non-recyclables
into a designated
garbage can



Paper towels



Plastic
grocery bags

Styrofoam
and plastic #6



No.

"When in doubt, leave it out"

Food packaging
and snack wrappers



Coffee cups
and K-cups

