

Board Meeting  
Cleveland House (CH) Unit Owners Association

May 15, 2012  
Langston-Brown Community Center

A Special Meeting was called to order at 7:05 pm:

The board unanimously selected Ken Matzkin to the board as vice president. Mary Rufe was selected as president of the board. Michele Thieme remains treasurer, Arlyn Charles is a member at large, and Johanna Sheehan is secretary.

President Mary Rufe called the regular meeting to order at 7:10 pm.

Roll Call:

Board members Mary Rufe, Michele Thieme, Arlyn Charles, Ken Matzkin, Johanna Sheehan, and management company representative Chris Falwell were present.

Open Forum:

Although no owners were present, Johanna Sheehan presented the concern of an owner that laundry facilities are used after hours. New signs will be posted in all laundry rooms to remind everyone of the rules for using the laundry facilities.

Approval of April 2012 Minutes:

Approved as amended.

Treasurer's Report:

The treasurer asked Chris to find out about the expiration date of the \$100,000 investment at 1%: pending.

The treasurer said that she and Dennis should look into better return rates for the other savings accounts that the Association maintains.

There has been no laundry income reported for at least the months of February, March, April, and May. The treasurer requested that Chris find out what has happened with the laundry income.

Matters for Board Action/Discussion/Information:

Old Business.

Mill and overlay of the parking lot. The board approved unanimously the GHA engineer Joe Tacchino to get bids and oversee the paving project. The new bids shall enable comparison of line-by-line items. The board also requested that the 10% surcharge for the GHA engineer is reflected in the proposals.

The front entrance door was repaired: \$729.

Bids for replacement of the front door: pending.

The administrative resolution on the collection of monthly common expense assessments was approved unanimously by the board and was signed.  
The Board requested bids for a board attorney.

Fiscal Year 2011 audit: no issues or red flags. Chris will ask Dennis to have Mary Rufe added as a signer to all Cleveland House financial accounts.

The Board requested that Chris increase the Association's bond insurance to \$500,000: pending.

Building Maintenance:

The board will select a new maintenance crew for minor repairs to the building, such as touch up painting and repairing/replacing outside lights.

The management company is still working out the process for the purchase of new light fixtures for the building interior.

Adjourned:

The meeting was adjourned at 8:35 pm.

Respectfully submitted,  
Johanna Sheehan