

Board Meeting  
Cleveland House (CH) Unit Owners Association  
May 2, 2017  
Langston-Brown Community Center

The meeting was called to order at 7:05 pm.

Roll Call:

Board members Mary Rufe, Ken Matzkin, Arlyn Charles, John Juilfs, Johanna Sheehan, and management company representative Marilu Menendez were present.

The board unanimously approved the minutes of April 4, 2017, as amended.

Owners' Forum:

E-mails were received about parking at Cleveland House; requesting an exception for plants on the patio; and replacing a glass sliding door. These items will be discussed later during the meeting.

Treasurer's Report:

An increased cost for natural gas and water has been noted and will be monitored. In the meantime, the management representative will inquire whether any price increases are the causes for the higher amounts.

The board requested that the management company convert the MMKT (money market) account held by Congressional Bank into a MMKT with Xenith Bank in the amount of \$130,000.00 at a rate of 1.15% based on financial recommendations.

Management Report – Old Business:

The management company representative has scheduled the temporary removal of all washers and dryers while new floors will be installed in all trash and laundry rooms. The project is tentatively scheduled to begin on Tuesday, May 16, 2017, and all owners and residents will receive written notices regarding the temporary unavailability of the laundry facilities.

The management representative confirmed that the clearing of AC lines and the annual inspections will start on Saturday, May 13, 2017. Notices dated May 1, 2017, have been provided to all owners and tenants.

#### Board Discussions – New Business:

An owner in a ground floor unit requested an exception to rule 10 of the CH rules which states that *“Nothing shall be placed on balconies and patios except outdoor furniture which does not exceed the height of the railing and potted plants or flower boxes containing live plants.”* For privacy reasons the owner wanted to grow plants and install a trellis higher than the patio rails. The board denied this exception; however, the board suggested and approved that the existing shrubs in front of the two (2) units affected should be left to grow up to the height of the intake vents, which would increase privacy for the owners.

An owner asked about the “rules” for the replacement of a glass-sliding door. The board discussed the availability of the materials for new glass sliding doors and unanimously approved that any future replacement of glass-sliding doors should be the following: material – vinyl; color – white; and in the same style as the current doors.

The board reviewed and discussed yet again the parking policy which has been in effect since December 2015. The full board voted unanimously to eliminate the requirement for stickers or parking passes for cars parked in the reserved spaces corresponding to the owner(s)' units. The policy requiring parking passes in the visitor spaces will remain in effect, and cars parked without parking permits in the **visitor spaces** will continue to be subject to towing between the hours of 5:00 PM and 5:00 AM. The board approved a new design of the permits, hanging tags for the inside mirror or placing it on the dashboard. Each owner will receive two (2) new tags that correspond to the owner's reserved parking space.

#### Executive Session:

The board went into Executive Session to discuss delinquencies. The board reviewed all items and asked the management company to take follow-up steps.

#### Next meeting:

The next meeting is scheduled to take place at Langston-Brown Community Center on Tuesday, June 6, 2017, at 7:00 pm.

