

Board Meeting
Cleveland House (CH) Unit Owners Association

June 4, 2013
Langston-Brown Community Center

Call to Order:

President Mary Rufe called the meeting to order at 7:05 pm.

Roll Call:

Board members Mary Rufe, Ken Matzkin, Arlyn Charles, Johanna Sheehan, and management company representative Carolyn Cornwell were present. The board approved the minutes of May 6, 2013, as amended.

Open Forum: N/A

Treasurer's Report:

Plumbing work due to water leaks and consequent building repairs have put the building repair and maintenance expenses \$3,400 over budget to date.

A draft budget for 2014 is being prepared.

The treasurer position has not been filled yet.

Management Report:

Old Business.

The board has approved the purchase and installation of anodized architectural grilles. We are trying to get smaller louvers to make the grilles more appealing; however, the technician advised that the louver size is mandated by a minimum size to let air flow freely. The board hopes to finalize the bid at next month's meeting, once a choice of color has been decided.

A review of last year's inspections showed that 13 HVAC closet ceilings have to be replaced. The board approved a proposal of \$280 per ceiling at the association's expense. The work will begin any time after mid July. All owners/residents will be individually notified when the construction company sends a timetable for the work.

The front entrance awning is ripped again along the front. The board has suggested that we inquire whether the vendor can repair the damage with contrasting canvas. If not, the canvas has to be replaced. Any work on the canvas will include fastening the canvas underneath to keep it from being damaged by the wind.

On May 8, 2013, All Plumbing tried to identify tiers to match the shut off valves in the basement. Only a few tiers were identified with corresponding shut off valves.

The landscaping company has made shrub replacements and fixed the drain next to the steps.

Two (2) more cost efficient LED lanterns will be installed to replace the ones by the steps and in back of the building.

Matters for Board Action/Discussion/Information:

New Business.

Schedule annual inspection for June 2013 for obvious water leaks, the working order of smoke alarms, and clearing A/C condensate lines in the individual units.

Find a carpet cleaner/repair shop to clean the large stained area on the 5th floor, stretch the carpet on the 1st floor, north side, and clean the carpet throughout the common areas.

Next meeting:

Tuesday, July 2, 2013, at 7 pm.

Adjourned:

The meeting was adjourned at 8:00 pm.

Respectfully submitted,
Johanna Sheehan