

Board Meeting  
Cleveland House (CH) Unit Owners Association

September 3, 2013  
Langston-Brown Community Center

Call to Order:

President Mary Rufe called the meeting to order at 7:02 pm.

Roll Call:

Board members Mary Rufe, Ken Matzkin, John Juilfs, Johanna Sheehan, and management company representative Jen Ann Santiago were present.

The board approved the minutes of July 2 and August 27, 2013, as amended.

Open Forum: Johanna asked that an unsightly stain on the ground floor carpet be removed.

Treasurer's Report:

The board briefly talked about the budget for 2014. The board achieved a balanced budget with a 3% increase of the assessment fees. The notices would be mailed out right away.

Coupon books would be available for owners who do not use direct deposit.

Management Report:

Old Business.

Replacing the side entrance glass door, north end: The board received bids for laminated glass and tempered glass. The board unanimously approved installation of laminated glass as recommended by most glass companies. Laminated glass does not fall out of the frame when it is cracked which keeps the premises secure. The glass will be installed on Monday, September 9, 2013.

The board unanimously approved the installation of anodized architectural grilles for all HVAC grilles on the building. The board agreed on the color beige. The board again asked that the grilles be as small as possible, the slats as small as possible, and the top slats are turned up. The measurements have to accommodate the different systems in the building that require different airflow access.

The landscaping company has finally moved the drain and made improvements of the drain on top of the stairs.

The board discussed the landscaping contract we received from Springfield Nursery and requested bids from other companies before a decision would be reached.

The front entrance awning is ripped along the front. The board requested bids for replacing the awning, moving the awning back about one (1) or two (2) feet, and painting the metal support.

Because of the ongoing problems with water pipes in the building, the board discussed sealing the insides of the copper pipes and requested bids from local companies. The board will ask a company representative to attend a meeting where he/she could answer questions about the installation, potential problems and warranty.

Next meeting:

Tuesday, October 1, 2013, at 7 pm.

Adjourned:

The meeting was adjourned at 7:50 pm.

Respectfully submitted,  
Johanna Sheehan