

Board Meeting
Cleveland House (CH) Unit Owners Association
May 3, 2016
Langston-Brown Community Center

Call to Order:

Mary Rufe called the meeting to order at 7:00 pm.

Roll Call:

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

The board unanimously approved the minutes of April 5, 2016, as amended.

Owners' Forum:

A complaint was made about noise from a unit above an owner's unit. After a short discussion, the item was tabled for later on in the meeting.

Another owner asked about noise of "gushing" water in the wall during a storm. No water problems have been reported from anyone in the building; however, the management representative will ask the technician from Exterior Medics to check the roof while they are installing the new skylight.

Treasurer's Report:

The association has a surplus of \$134,000 in the operating budget. The board unanimously approved moving that amount to the reserve fund.

Management Report:

The management representative presented three (3) bids for renovation of the two (2) stairwells. These bids were for the stairs and landing covering. The board unanimously approved the proposal by LUX Flooring Specialists to install Burke Endura rubber stair treads, risers and matching tiles for landings in color "clay". The board is awaiting confirmation of the estimate for the cove base and clarification of the guarantee of craftsmanship.

The association requested an estimate from the landscaping firm J&M Of Northern Virginia to enhance the grassy areas that were damaged during the winter storms. The board unanimously approved the reseeding proposal.

Board Discussion:

Noise -

Other than noise from tenants walking on squeaky floors, there seem to be several complaints about doors slamming and squeaking. Since unit entrance doors are a common element, the board discussed a plan to maintain the doors in good working order. A suggestion was made to ask tenants and owners about problems with their unit entrance doors. Once feedback is received, the board will discuss and decide on how to resolve this issue.

Another proposal was to remind all tenants living in CH to be more respectful and mindful of their neighbors.

Visitor Parking –

Several complaints were received about vehicles remaining in visitor parking spaces for more than 48 hours at a time. In order to monitor this violation, the board asked the management representative to get an estimate for installation of a couple of cameras in the visitor parking area.

Recycling –

Arlington County requires that with each trashcan, a recycle bin has to be provided for tenants' use. The association already has recycling containers in the trash rooms; however, we will provide additional containers for recyclable articles in the laundry rooms. We will also remind all residents again to use the trashcans and recycling containers per our house rules (Article 2. Trash).

Executive Session:

The board went into Executive Session to discuss delinquencies. The management company will review the issues with the accountants and take follow-up steps to resolve the issues.

Next meeting:

The next board meeting is scheduled to take place at Langston-Brown Community Center at 7:00 pm on Tuesday, June 7, 2016.

Adjourned:

The meeting was adjourned at 8:20 pm.

Respectfully submitted,
Johanna Sheehan