

Board Meeting
Cleveland House (CH) Unit Owners Association
April 5, 2016
Langston-Brown Community Center

Call to Order:

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

Roll Call:

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

The board unanimously approved the minutes of March 1, 2016.

Owners' Forum:

Barbara Allen was present for observation only.

Treasurer's Report:

No actions are needed at this time.

Management Report:

The management representative presented two (2) bids for renovation of the two (2) stairwells. These bids were for repainting. The board unanimously accepted the proposal by Gates Hudson Services to paint doors and rails (all metal surfaces); the board has not yet approved the painting of the walls and ceilings. The board discussed the paint colors for the stairwells and selected the color "almond" as on the newly installed metal work on the outside of the building; this would complement the new stairwell flooring color "clay." The board is still awaiting estimates for either outdoor carpeting for the stairs and landings or rubber based non-slip flooring on the stairs and landings.

The board previously approved the design by Exterior Medics for a new skylight at the north end of the building. The board unanimously approved the installation. The project will take about four (4) to six (6) weeks to order materials and install the skylight. This will finally eliminate rain and snow from getting onto the stairs and landings of the 6th and 5th floors.

In order to communicate better and faster with all CH owners, our management company Gates Hudson (GH) has sent out requests for current correct email and mailing addresses as well as current telephone numbers of all owners. GH reported so far good responses from owners.

Since questions arose since the installation of the new laundry machines, the management representative will one more time verify the newly signed laundry contract.

The board previously unanimously approved the proposal by Portugal Concrete to replace the cracked outside bedroom windowsill of unit 112; weather permitting the project is scheduled for April 7, 2016.

Due to the lateness of notifications of problems and consequently compliance by the owners regarding the 2015 yearly inspections, the board discussed and unanimously agreed that no inspections will be performed in 2016; however, the condensate lines will be cleared as soon as air conditioners are fully operating.

Board Discussion:

The board reviewed the results of the one-year trial of having regular meetings in the CH lobby three (3) times a year. The board noted that after the first meeting in the lobby, no additional owners participated at the other meetings, and that the traffic through the lobby by residents prohibited private and confidential discussions. Therefore, the board concluded that all regular meetings would now be held at Langston-Brown Community Center.

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, May 3, 2016.

Adjourned:

The meeting was adjourned at 8:20 pm.

Respectfully submitted,
Johanna Sheehan