

Board Meeting  
Cleveland House (CH) Unit Owners Association  
November 1, 2016  
Langston-Brown Community Center

The meeting was called to order at 7:02 pm.

Roll Call:

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

The board unanimously approved the minutes of October 4, 2016.

Owners' Forum:

One (1) owner attended the meeting and asked general questions about the building and FHA loans.

Treasurer's Report:

One (1) of the association's CDs invested with Eagle Bank in the amount of \$53,143 would mature on November 3, 2016. The board approved the recommendation for investment with Freedom Bank at 1.16% for 12 months.

The question regarding a money market account with Congressional Bank is still investigated and no decision has been made yet whether the money market should be invested at another bank.

The board unanimously approved that \$131,411 from retained earnings would be moved into capital reserves.

Management Report:

The management representative provided a contract for renewal from Clean Advantage Corporation (building cleaning). The board discussed the contract and

unanimously agreed to renew the contract with a minor clarification of trash removal from the building on six (6) days a week.

The board received three (3) proposals for waterproofing the basement, north side, where a leak was detected. The Board unanimously approved the contract for waterproofing of the basement by TRIAD Basement Waterproofing, Inc. The board asked whether the French drain could be emptied into the existing sewer instead of leading outside.

The board received three (3) proposals for the cleaning of the sewer stacks every two (2) years. The board unanimously approved the proposal from Advanced Plumbing for cleaning of the sewer stacks pending an explanation of how backups could be avoided.

#### Board Discussion:

The annual meeting is scheduled for the first Tuesday in December (December 6, 2016) at the Langston-Brown Community Center. The management company would make mail and email distribution of notices for the meeting

#### Executive Session:

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

#### Next meeting:

The annual meeting is scheduled to take place at Langston-Brown Community Center at 7:00 pm on Tuesday, December 6, 2016.

#### Adjourned:

The meeting was adjourned at 8:30 pm.

Respectfully submitted,  
Johanna Sheehan