

Board Meeting  
Cleveland House (CH) Unit Owners Association  
November 7, 2017  
Langston-Brown Community Center

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

Roll Call:

Board members Mary Rufe, Ken Matzkin, John Juilfs, Johanna Sheehan, and management company representative Katie Halfhill were present.

The board unanimously approved the minutes of October 3, 2017, as amended.

Treasurer's Report:

The representative alerted the board that the Freedom Bank CD worth \$53,771 would expire November 15, 2017. The board unanimously approved to reinvest this money with Revere Bank for 12 months at 1.3% , unless a better value would be available at the time.

Management Report – Old Business:

The members of the board made minor changes to the proposed House Rules before finalizing the rules and making distribution to all owners.

The board requested two (2) additional proposals for replacing windows and glass sliding doors to improve utility costs and aesthetics. The issue of replacing the windows and glass sliding doors will be an agenda item at the annual meeting.

New Business:

The board unanimously approved and the president signed Flores HVAC Contractor's proposal to replace the main condensate drain pipes from copper to PVC. These are the pipes not previously replaced.

The board unanimously approved and the president signed the contract from Gates Hudson Services to clean all filters of the roof top fans.

Five (5) businesses were contacted to provide estimates for a bathtub liner and wall surround system in unit 100. Only Porcelite Enterprises responded; therefore, the board unanimously approved and the president signed the contract from Porcelite Enterprises to install a tub liner and wall surround in unit 100.

The board unanimously approved and the president signed the contract for snow removal services by J&M of Northern Virginia, Inc.

Executive Session:

The board went into executive session to discuss delinquencies. The board reviewed all items and asked the management company to take follow-up steps.

Next meeting:

The next meeting, which is the annual meeting, is scheduled to take place at Langston-Brown Community Center on Tuesday, December 5, 2017, at 7:00 pm.

Adjourned:

The meeting was adjourned at 8:00 pm.

Respectfully submitted,  
Johanna Sheehan