

Board Meeting  
Cleveland House (CH) Unit Owners Association  
September 5, 2017  
Langston-Brown Community Center

The meeting was called to order at 7:05 pm.

Roll Call:

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

The board unanimously approved the minutes of August 2, 2017.

Treasurer's Report:

The board unanimously agreed to move \$130,602 from the MMKT (money market) account held by Xenith to a CD in the amount of \$130,000 and move the remainder of the funds to the existing checking account.

Management Report – Old Business:

Arlington County issued a violation notice that the floodlights in front of the building were not in compliance (too bright). This issue was addressed with Arlington County and Dominion Electric. Therefore, one (1) street light was installed on an existing pole. Additionally, the board unanimously approved the installation of two (2) more lanterns at the front of the building to improve lighting. PSE has been contracted to purchase and install the lights.

The board previously decided to try and save the red maple tree by the driveway as well as the pin oak next to it and requested estimates from three (3) vendors. For the meeting one (1) estimate was provided, and the board agreed that the best and most reasonable arborist of the three (3) companies would be selected to ensure that the work could be done as soon as possible.

### Housekeeping Items:

The balcony/patio canvases for units 100, 101 and 612 would be replaced by Carroll Awning, and the landscaping company should cut back the shrubs by units 100 and 102 to increase daylight; and the balcony/patio railings for units 100, 101, 112, and 113 would be painted.

A new toilet would be installed in unit 100.

### 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 is scheduled to take place at Langston-Brown Community Center on Tuesday, October 3, 2017, at 7:00 pm.

### Adjourned:

The meeting was adjourned at 7:55 pm.

Respectfully submitted,  
Johanna Sheehan