

Board Meeting
Cleveland House (CH) Unit Owners Association
June 6, 2017
Langston-Brown Community Center

The meeting was called to order at 7:15 pm.

Roll Call:

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

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

Owners' Forum:

An owner was present to discuss a parking issue at Cleveland House. This item was resolved. Another owner had questions about the inspections. No actions were necessary.

Treasurer's Report:

An increased cost for natural gas and water had been noted and will continue to be monitored. Even though the management representative inquired whether any price increases were the causes for the higher amounts, Mary Rufe – who previously contacted the gas company - will once more request a breakdown of the monthly bills for the last year to make comparisons. The item will be discussed at the next meeting.

The board requested that the management company convert the MMKT (money market) account in the amount of \$129,426.00 held by Union Bank into a CD in the amount of \$100,000.00 at the best rate based on financial recommendations and move the remainder of approximately \$29,426.00 from that MMKT to the association's checking account.

Management Report – Old Business:

The management company representative acknowledged that the new floors were installed in all trash and laundry rooms.

Mary Rufe will get in touch with Verizon Fios to check on a marketing contract for Cleveland House.

The yearly inspections and clearing of the condensate lines have been completed (except one unit) and memos would be sent to all owners informing them of any deficiencies.

A-1 Towing has provided the requested hanging tags to be used for parking in visitor spaces between 5:00 PM and 5:00 AM. The management company representative will have the accompanying notices printed, and distribution will be made to all residents and owners.

Mary Rufe reported that she and Johanna Sheehan met with the PSE (electric contractor) representative to discuss the outdoor lighting for the front of the building since a complaint by a neighbor was filed with Arlington County that the flood lights were disturbing. CH removed the three (3) flood lights from the north corner and the front of the building to avoid Arlington County fines. So far it was agreed that two (2) additional lanterns would be added to the left of the front entrance to improve light on the driveway. The contractor asked a lighting engineer for help in adding a flood light from the roof at unit 600 if possible. That decision would be made at a later date.

Board Discussions – New Business:

It was reported that someone was grilling on a small portable flame grill on the common area; however, no grilling is allowed on balconies, patios, or common areas. It was suggested that an updated newsletter would be published to address this matter and answer frequently asked questions. Another item for the newsletter would be the suggestion to advertise on the CH web site and bulletin board when residents have articles for give-away or sale which hopefully would cut back on residents discarding large items by the dumpsters.

Executive Session:

The board went into Executive Session at 8:00PM 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, July 11, 2017, at 7:00 pm.

Adjourned:

The meeting was adjourned at 8:15 pm.

Respectfully submitted,
Johanna Sheehan