

Board of Directors Meeting Minutes- November 11, 2019

Call to order

The regular meeting was called to order at 7:00 pm by Lee Reiff, President of the Board of Directors (BOD)

Roll Call

A roll call was called by Lee Reiff. All board members were present and Sandy Dittman was present, representing Managing Agent - SP Management.

Reading of the minutes

Corrected minutes were presented and the corrections were read to the group. Motion made by Sean to accept the corrected minutes and seconded by Loretta – PASSED unanimously by the board.

Financial Report

Loretta Kartch presented the Financial Report as of 8/13/2019, showing the assets of the Association are as follows:

Checking accounts	13,613.08
Reserve account	115,519.98
Certificate of Deposit	19,549.03
Total Assets:	\$148,682.09

Motion made by Sean to accept the financial report and seconded by Donna – PASSED unanimously by the board.

Old Business

7728 tuckpointing complete

7728 garage door opener replaced

7722 garage exhaust fan repaired

7716 lobby heater thermostat replaced

All bldgs. – Carpets cleaned and rework complete

Elevator/Intercom phone lines switched to Comcast (\$2000/yr. savings)

New cleaning company (ServiceMaster) starting Thursday November 14th. Will do more for slightly more money.

New Master Insurance Policy – was AutoOwners, now State Farm, adds \$1M umbrella to existing coverage and results in savings of \$12,000/yr.

Nogas landscaping – New trees planted at entrances of all buildings. Harry noted that the old trees had fungal infection and needed removal. This is also cause for the excessive leaf shedding. Harry noted that they are small but will grow quickly.

New Business

Lobby windows revealed to be leaking during recent severe rainstorm (Oct 26th as noted by Loretta). May need caulking or other repair to remedy.

7722 bldg. – Harry to investigate the garage thermostat due to improper temperature.

Batteries to be installed in thermostat in all bldgs.

Board to get proposals to sweep/power wash and likely repaint the lines.

Trash disposal

Trash disposal is an ongoing issue. Food/Cat litter bad smells – remind members to use proper bags (not jewel bags, etc). Breaking down of cardboard is also an issue. Signs to be posted for all members/ letters to be sent soon. Everyone needs to participate in keeping the buildings clean and odor-free and ensure there is enough room for everyone's trash in the dumpster.

Connie Andreacek commented: "Please post signs"

Approval of budget

Motion made by Loretta to pass the budget as written and communicated to members - seconded by Donna – Harry mentioned that the funds saved will be used to make improvements including carpet cleaning/garage cleaning. Members can sweep their own spots. Sean made a motion to buy new push brooms and good dustpans for all bldgs. Harry seconded. PASSED unanimously by the board. Budget motion also PASSED unanimously by the board.

Eileen Keating mentioned that the common area lights in the lobby of bldg. 7728 not coming on early enough? – These are not on a timer, but rather a light sensor above the garage door. This triggers all the lights in the common areas. May need adjustment based on location relative to the sun or interference from the now brighter LED lights above the garage lights.

Kevin Marshall – 7722 takes issue with the doorstops. Feels that it is a security issue. He would like the board to reconsider. Harry advised that the lack of doorstops was causing people to 'improvise' and use rocks or other random and damaging items to prop the door open. The board debated this in meetings and workshops past, and the decision was made to provide proper equipment to prop the doors open to avoid damage. Doorstops will remain, but members will need to be instructed (reminded) on proper usage of the doorstops. (not unattended, etc.)

Issue was also raised about posting the perimeter entrances as "Private Property" – Signs are being ordered.

Dottie Lovell – Reported unusual water bills – member wished to compare experiences with other members. Others are also experiencing the same issue. Dye is available free from the village to determine if toilets are leaking. Though the discussion was rather lengthy, this is not a matter that the board can directly address. Member should contact the Village to investigate and remediate.

Brookside East Condominium Association
Board of Directors

brooksidebod@gmail.com

Meeting was turned over to Sandy Dittman of SP, Jan Cepulionis motioned /Bob McKeon seconded to approve the existing board members for another year.

Adjournment

Sean motioned to adjourn the meeting and Donna seconded. Meeting was adjourned at 7:38pm