

Moreland Courts Condominium Association, Inc.

BOARD OF DIRECTORS MEETING

May 25, 2021

REGULAR MEETING

The regular meeting for May 2021 of the Moreland Courts Condominium Association Board of Directors was held remotely via Zoom on Thursday, May 25, 2021. Present were Vice President Archie Green, Treasurer Jim Collins, Secretary Jessica Schreiber and Directors Kathleen Hickman, Benoy Joseph and Chris Malstead. Management was represented by General Manager Paul Stroud, Jr., Controller Mildred Brooks and Operations Manager Sam Morgano.

Also in attendance were owners Bob Baker, Marilyn Brown, Lillian Emmons, John Gerrity, Gil & Carol Lowenthal, Judy & Pete Richards, Eric Schreiber, Jonathan & Nancy Shanes and Sara Wotman.

In the absence of President John Beeker, Vice President Archie Green presided over the meeting. After determining that a quorum was present, Archie Green called the meeting to order at 7:00 p.m. He began by thanking Scott Fine and Karen Schiavone for their fine service and welcoming new board members Kathleen Hickman and Chris Malstead.

Owner Concerns

Lin Emmons again proposed collecting items of used clothing and shoes from Moreland Courts residents to donate to charity. The Salvation Army is available to collect our donated items on Friday, July 2. Paul Stroud said staff would make this happen. Mrs. Emmons also requested that a directory of people living at Moreland Courts be given to residents. Jessica Schreiber expressed support for the July collection date and asked management to report back to the board on the trial run in July. She felt the request for a resident directory reflects the larger need for the Moreland Courts newsletter as a communication tool. Paul Stroud said he expects the newsletter to come out again soon. Judy Richards offered to share her old Moreland Courts directories with Paul Stroud.

Sara Wotman stated that dirt continues to come into her condominium from the Shaker Boulevard side of the 7 and 8 buildings. Paul Stroud said staff is looking into mulching the area to keep the dust down. Lin Emmons suggested decorative grasses might work better than mulch.

Approval of Board Minutes The minutes of April 29 board meeting had been distributed to board members in advance. Jim Collins moved that the minutes be accepted without corrections or revisions, seconded by Benoy Joseph. The motion passed unanimously.

General Managers Report:

- Sales Listings & Unit Transfers. No sales or unit transfers have occurred. Currently only two units are for sale; an additional two units are expected to come on the market in June.
- Liens and Foreclosures. Two liens are in place and one foreclosure underway. The owner of the unit with a lien continues to make payments and has made verbal representations that the Association will be made whole, and the unit listed in June.
- Capital/Reserve Fund Projects A few tasks remain to complete work on the Exercise Facility, i.e. installation of floor material and exercise equipment. Moreland Courts could have a fully operational exercise facility by July. Management is developing the scope for the security office work, which will include painting, lighting, floor repair and reconfiguration of the office to make it more user friendly. Quotes should be obtained soon, and work could begin as early as

this summer. External masonry and back wall restoration work is continuing. Management is scoping improvements to the board room.

- Operations Manager's Report. Sam Morgano gave an update on the laundry room project. Repairs to the walls in the Courts building will begin next week. After exploring several options for the work, Sam elected to do most of the work in house, using subcontractors only for specific tasks in order to get the work completed in a timely manner that will be least disruptive to owners.
- Windows Policy. A very few owners remain out of compliance and are assessed an extra fine, which they are paying. With the Covid situation improving, some owners have started to replace windows. Kathleen Hickman asked how many units are not in compliance. Paul Stroud said about 8-to-10 units out of 147 that are not in compliance.

Treasurer's Report. New board treasurer Jim Collins made his first report to the board. He has been working with Mildred and Paul and looks forward to a very productive relationship going forward. He hopes to implement some changes that will make the board more efficient, effective and transparent. He will be sharing a timeline with the Budget and Finance Committee for the development of the 2021-2022 budget, which will include the celebration of 100-year anniversary coming up. Next month financial reports will go out to the Budget & Finance Committee and Board members one-to-two weeks before the Board Meeting. Board members will have an opportunity to review the reports and bring any questions they have to Mildred, Paul or to him before the meeting, allowing Board meetings to focus on actions that need to be taken. The Association is running \$36,000 YTD ahead of budget and is in a good financial situation.

Kathleen Hickman asked Controller Mildred Brooks if the Guest Suite is operational. Mrs. Brooks replied in the affirmative and said reservations are being taken. Mrs. Hickman suggested that notice be sent out to residents letting them know the Guest Suite is now available and reminding them of Guest Suite policies. Archie Green reported on his tour of the Guest Suite with Paul Stroud. Although the improvements are a lot better, things remain to be addressed. Sam responded that work continues to be done and that the floor in the kitchen will be replaced.

Jessica Schreiber asked whether the unused funds from last year's budget for the Holiday Party and Summer Picnic could be used to help pay for the upcoming Centennial events. Paul stated unused funds go into the Capitol Reserve Fund at the end of the year and can only be used for that purpose.

Committee Reports

Facilities Committee Chair Archie Green met with John Beeker and Paul Stroud last week to discuss the Security Office and Board Room projects as well as the strategic issues of the gas meter conversion and back-up electric generation. In the previous six years the board has spent approximately \$813,000 in capital funding for improvements to facilities. This is in contrast to 2006 when the Annual Budget was only approximately \$84,000. \$200,000 is in our current year's budget for facilities, as it was for the previous year. The Association is in a good position to maintain our facilities.

Archie met with Tammy last week to discuss ideas for improving the Security Office workspace, including the addition of an eating area in the laundry room that is no longer in use. He said improvement in the work environment should reflect our high regard for staff and result in improved employee morale and performance.

Kathleen Hickman brought up three items. (1) She commended the decision to replace the stockade fence in the Secret Garden with a new stockade fence rather than a brick wall. (2) She asked what happens to the security cameras and doors during power outages. Paul Stroud said doors are battery

operated and continue to work. Sam Morgano reported that security cameras go out during power outages. (3) She reported a fair amount of instability with Spectrum Service. There was a shared consensus that connectivity problems are widespread at Moreland Courts. Sam Morgano said he will contact Spectrum to let them know about our concerns.

Archie Green reported the cost estimate for the gas meter conversion is \$135,000. At the earliest, work could be completed in 2022; worst case scenario is for completion in 2024. A potential source of funding for this project is the EOC employee retention funds. Funds for this work cannot come from the Reserve funds according to the General Manager. Jessica Schreiber asked the Facilities Committee to look into the possibility of a very low interest loan that would pay for itself in a few years to cover the project. Paul Stroud explained the issue to unit owners in attendance. Moreland Courts unit owners use from \$.90 cents to \$3 worth of gas a month for which each unit owner is paying a whopping \$29 a month for a “connection fee”.

Work on the Boardroom involves two steps: (1) a general refresh; and (2) upgrading the electronic equipment.

The committee has received correspondence from owners about recent power outages and will continue to evaluate what may be feasible for backup generators in terms of application and cost. As an alternative approach, Paul Stroud proposed that Moreland Courts help organize a community meeting with our Shaker Square, Larchmere and Shaker Heights neighbors to put pressure on the utility company to address the frequent power outages we have experienced in the last five years. He estimates that only 20 per cent of outages are due to trees and weather. While the utility company can’t control the weather, it can certainly control the equipment in their Larchmere substation. The level of equipment failure needs to be called out publicly to pressure them into doing something about the problem. Blaine Griffin is our acting councilman for Ward 4 while Ken Johnson is under indictment. Archie asked Paul to contact Councilman Griffin to ask him to co-sponsor a public meeting on power outages. Paul said the City of Shaker Heights and others may also want to get involved.

Owner Jonathan Shanes had kudos for the successful completion of the stamped concrete walkway in front of the Courts Building that has transformed the whole property for only \$40,000.

Landmark Committee: Paul Stroud made a brief report, noting improvements in the picnic area and the planting of some new trees. The committee is finalizing the design plan for the lounges and the Building 9 restrooms. A new art exhibit is on display in the Gallery. Jim Collins will replace Karen Schiavone as the board liaison to this committee.

Rules Committee. Jessica Schreiber reported the Rules Committee will meet over the summer to adopt rules for the new Exercise Facility pending new CDC guidelines and in consultation with Paul Stroud and the Physicians Advisory Council. Paul will share the most recent exercise room guidelines he received from the Cleveland Skating Club.

Marketing Committee Chris Malstead made the report. Mebbe Brown and Denise Kramer continue to work on event planning for the Centennial Anniversary next year. Enhanced versions of the annual holiday party and summer picnic are under consideration. Chris, Mebbe, Denise and Paul met earlier in the month to discuss a commemorative dinner in mid-May 2022 in the East Garage, which would be used temporarily for a cocktail party with musical entertainment and sit-down dinner. The fees for this event could be used as a fundraiser to purchase commemorative trees planted around the property. Paul and Chris will come back to the Marketing Committee in mid-June with a budget proposal that will be submitted to the board. Also discussed was the extraordinary work being done on the Moreland Courts History Project under the leadership of Lin Emmons. Archival space is needed for the wealth of collected

historical materials. Lin Emmons reported that a draft of the book should be ready for the editor by early June. Decisions will have to be made about which photographs to include in the book.

President's Report In the absence of John Beeker, there was no president's report.

Correspondence None.

Other Business. Paul reported that the Ohio CDC and Moreland Courts Physicians' Council are fairly unanimously about returning Moreland Courts to normal operations. 87% of the Moreland Courts community has been vaccinated, including employees. All the data collected has been by voluntary disclosure. Those who have been vaccinated have permission to drop their masks. Unvaccinated employees and residents must continue to wear masks. Management is encouraging employees to get vaccinated by offering time off, transportation to vaccination sites and the next day off if they feel ill after receiving the vaccine. Mildred Brooks has set up appointments with staff to talk about getting vaccinated with the goal of getting from 87% to 99% of the staff vaccinated.

Jessica and Jim encouraged new board members to get on Kaman & Cusimano's mailing list as they are a great resource for legal advice and professional development.

Archie Green commended Mildred Brooks on the great HR work she has been doing.

Jim Collins announced a Zoom meeting of the Shaker Square Alliance next week. He will send out a notice to board members.

Paul Stroud reported that he and Art Falco were contacted by the Mayor's Office about setting up a meeting in mid-June to talk about Shaker Square.


Adjournment The meeting was adjourned at 8:34 p.m.

Respectfully submitted:



Jessica Schreiber
Secretary

Approved by:



Paul Stroud, Jr
General Manager