

Moreland Courts Condominium Association, Inc.

BOARD OF DIRECTORS MEETING

October 26, 2021

REGULAR MEETING

The regular meeting for October 2021 of the Moreland Courts Condominium Association Board of Directors was held remotely via Zoom on Tuesday, October 26, 2021. In attendance were President John Beeker, 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. and Controller Mildred Brooks. Not in attendance: Archie Green, who arrived in time to participate in Executive Session.

Also in attendance were owners Pat Brownell, Virginia Garcia, Sue Gerson, John Gearity, Mary Louise Hahn, Nancy Hildebrandt, Peter Hildebrandt, Dorothy Lammers, Carol Lowenthal, Judith Richards, Eric Schreiber, Nancy Shanes, Jonathan Shanes and Sara Wotman.

President Beeker determined that a quorum was present and called the meeting to order at 7:02 p.m.

Owner's Concerns As there were no owner comments, President Beeker moved on to the next item on the agenda.

Approval of Board Minutes. The September 28, 2021 Board minutes had been distributed to the board in advance of the meeting. On motion of Jim Collins, seconded by Kathleen Hickman, the September minutes was approved unanimously.

Real Estate Listings and Unit Sales. Paul Stroud reported that four units are currently listed for sale. The fourth listing sold immediately and will close on December 1, 2021. One unit sale occurred on September 21, 2021.

General Manager's Report Management is transitioning from spring/summer towards winter projects which includes preparation of next year's budget.

- 2022 Budget A focus for 2022 will be on capital budget items, including back hall upgrades and restorations, and the gas meter project.
- Reserve Study The updated Reserve Study report should be ready by mid-November.
- Liens, foreclosures and delinquencies The Coral Company has cured its default. The foreclosure action continues with some action by the unit owner to cure the default. Receivables are in better shape than they were last month.
- Windows Policy Some progress has occurred on window restoration. One owner is actively restoring windows now, a second is planning a full replacement after the first of the year, and a third unit owner is settling an estate and believes a contract with Pella for window replacement will be in place before the end of the year.

- Shaker Square The city is following through on acquisition plans for Shaker Square. Neighborhood Partners has engaged Moreland Courts resident Terry Hamilton Brown as a consultant for the nonprofit entity that will eventually become the new owner of the Square.
- Staffing Interviews are currently taking place for an Administrative Assistant. A maintenance employee has been transferred to a housekeeping position to assume responsibility for trash collection. A maintenance position just opened up. Security and Valet staffing has stabilized with good activity for car washes, package and delivery services, and increased demand for valet services.
- Resident Contact Information Moreland Court's website programmer is finishing up a password accessible web portal for resident contact information. Residents will be notified when the directory is up-and-running.
- John Beeker requested that a board review session be scheduled before the end of the year once the Reserve Study is complete.
- Holiday Party. During normal times, Moreland Courts has a Holiday Party the first week of December. Planning for this event occurs months in advance. However, during the time when planning would normally take place, the Physician's Council felt the Covid pandemic situation was too dire to plan a community event. The decision was made that there would be no Holiday Party in 2021.
- Fire escapes Jim Collins asked if management's scheduled walk through to ascertain the safety of fire escapes had occurred on the October 24 deadline. Paul said the inspection is planned for later this week.
- Annual Meeting Kathleen Hickman inquired about plans for an Annual Meeting in May. John Beeker said there was a consensus with the board that this year we should have a live meeting at a location where we can socially distance and a decision can be made in January.

Treasurer's/Budget and Finance Committee Report. Jim Collins reported that the Association is likely to have a surplus this year. How much of a surplus will be determined by the weather and gas bills. The surplus may be applied to the gas meter project in 2022. Assessment will probably go up by over 2% in next year's budget. More information will be forthcoming after the budget and finance committee meets next week when the committee looks at expected health insurance cost increases and financing for the gas meter project. A budget will be submitted to the board for approval next month. Kathleen Hickman asked about the increased cost of Spectrum cable service. Paul gave background on the Association's contract with Spectrum, noting it will end in 2022, and that management will explore contract terms and options for internet service at Moreland Courts.

Committee Reports

- Facilities In the absence of the chair, John Beeker made the report. The committee did not meet last month. The chairman has been in contact with Paul Stroud about the progress on the remaining capital projects underway. At this point, \$115,000 of the \$200,000 has been expended. Of the 14 projects identified by the Facilities and Landmark Committees, ten have been completed and four remain to be completed: the Security Office, staff lunch room, board room and East Tower back hall.

- Landmark Committee Jim Collins reported that the Landmark Committee met two weeks ago and is looking ahead to finishing up landscaping work by next year, which includes planting Pachysandra around the West Tower. The Committee will provide the board with an estimate of costs for next year, is in the process of identifying a new interior designer for hire and considering plans for the coming years.
- Rules Committee Board liaison Jessica Schreiber gave an update on the proposed policy on political activity at Moreland Courts. She consulted with Kaman & Cusimano attorney Nick Meinert for guidance on how other HOAs handle political speech. He declined to share policies from other HOAs, but said only about 10% have rules limiting political activity in common areas. Restrictions typically prohibit political fundraising events to which the public is invited. He advised our Association to trust our owners to be adult enough to handle open public discourse. The consensus of the board is not to adopt a rule on political activity at Moreland Courts with the understanding that management will not use Association resources to promote political events at Moreland Courts. In response to a concern communicated by a former board member, the Rules Committee sent out email reminders to Unit Owners to remove obstacles on fire escapes and to store bicycles in the available bicycle rooms when not in use.
- Marketing Committee: Chris Malstead reported that the Marketing and Resident Experience Committee met on Monday, October 18. The two topics on the agenda were: (1) Plans for commemorating the 100th anniversary of Moreland Courts in 2022 with possible board support; and (2) Establishing a monthly internal email newsletter for residents. A project manager, most likely the new Administrative Assistant, would be responsible for newsletter production with residents providing content. The committee has set a target date for publication in December. The committee has brainstormed newsletter topics and would be happy to share them with board members on request

President's Report President John Beeker had three items to address:

- **Acknowledgement of the work of Moreland Courts back line gardeners.** President Beeker proposed the following resolution to recognize the Moreland Courts residents who maintain the beautiful gardens in the backline of Moreland Courts: **Be it resolved**, the Moreland Courts Board of Directors acknowledges with much appreciation a number of our fellow residents who have invested their own considerable time and money to plant and maintain the beautiful gardens on the backline of our property. The results of their efforts this year have been extraordinarily lovely. The board thanks the following, good neighbors all: Mary Sue Lyon, Mebbie Brown, Pam Hamilton, Rosalie Litt, Pat Brownell & Jessica Schreiber, Mike Prunty & Lee Maxwell, Pamela Jacobson, Dorothy Lammers, Lloyd Owens & John Saile, Pete & Judy Richards, The Pendleton's, Chuck Herbruck & Brenda Donahue, Jeanne Somers, The Rybka's and Sue Nigro.

Kathleen moved to adopt the Resolution and was seconded by Chris Malstead. The resolution passed unanimously.

- **Meeting with new supervisors.** Paul Stroud organized a meeting of the members of the Executive Committee with the new Moreland Courts supervisors: Keith Richmond, Karl Batson, Larry McHugh, Louis Henry, Glenn Henry, and Mildred Brooks. President Beeker felt it was a very positive meeting with staff members expressing enthusiasm for their new roles and the belief that the internal changes made will improve morale at Moreland Courts. The members of Executive Committee plan a follow up meeting of this group in a month or two to see how things are progressing.
- **Mission & Values Statement** President Beeker asked board members Chris Malstead and Jessica Schreiber to draft a mission and values statement for Moreland Courts. Chris and Jessica met and came up with a rough draft as a starting point for discussion. They briefly went over the mission statement and 12 enumerated values. Benoy Joseph thanked them for their efforts and suggested including Moreland Courts staff as a stand-alone value. John Beeker suggested the inclusion of economic diversity as a value. President Beeker thanked Chris and Jessica for their efforts and encouraged board members to send their feedback and comments by email to Chris and Jessica.

Correspondence Paul Stroud received a letter from resident Nancy Hildebrand about the email from the Rules Committee about removing plants from fire escapes, which he shared with President John Beeker. The letter took the position that most plants on fire escapes are not an obstacle. Paul will consult with our insurance company and Fire Department as to what is permissible.

Adjournment There being no other business to discuss, Jessica Schreiber moved to adjourn the meeting, seconded by Benoy Joseph. The meeting adjourned at 7:57 p.m.

President Beeker announced an Executive Session to follow the board meeting to discuss a contract and policy issues with Archie Green joining the meeting.

Executive Session The meeting of the Board resumed at 8:25 p.m. to discuss a potential contract and some policy issues.

On a motion made by Chris Malstead, seconded by Archie Green, the board unanimously approved a contract proposal from Grace Partners, LLC to provide organizational development services for \$15,600.

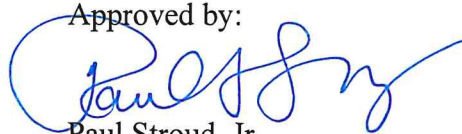
Executive Session adjourned at 9:11 p.m.

Respectfully submitted:



Jessica Schreiber
Secretary

Approved by:



Paul Stroud, Jr.
General Manager