**MORELAND COURTS CONDOMIINIIUM ASSOCIATION, INC.**

**Board of Directors Meeting
May 24, 2022**

**Minutes**

 **REGULAR MEETING**

The regular meeting for May, 2022 of the Moreland Courts Condominium Association Board of Directors was held remotely via Zoom on Tuesday, May 24, 2022. In attendance were President Archie Green, Vice President Jessica Schreiber, Treasurer Jim Collins, Secretary Carol Lowenthal and Director Benoy Joseph. Management was represented by General Manager Paul Stroud, Jr., Finance and Accounting Manager Mildred Brooks, and Administrative Assistant Tiara Smith. Not in attendance: Directors Kathleen Hickman and Chris Malstead.

Also in attendance were owners Eric Schreiber, Gil Lowenthal, Bill Lang, Stacey Lang, Mary Louise Hahn, Judy Richards, Faye Gary, Dorothy Lammers and Terri Hamilton Brown.

President Green determined the presence of a quorum and called the meeting to order at 7:01 p.m. President Green began the meeting by thanking the outgoing President John Beeker for his many years of service on the board and to the Moreland Courts community. Jessica Schreiber then introduced new member of the board Carol Lowenthal who has agreed to be Recording Secretary, taking the place of Jessica Schreiber who has become the new Vice President and Chair of the Facilities Committee.

OWNERS’ CONCERNS: No owner concerns were brought before the board.

APPROVAL OF THE BOARD MINUTES: The minutes from the board meeting held on April 26, 2022, had been sent out to board members in advance of the meeting for review. Hearing no additions or corrections, the minutes were approved on a motion by Jim Collins and seconded by Benoy Joseph.

REAL ESTATE LISTINGS AND UNIT SALES: There have been no new real estate listings since the last report. Two units are currently on the market: one in the Courts Buildings for $289,000 is for sale by owner has been on the market for some time. The other is in Building 7 for $99,900 and has been on the market for 2 to 3 months now.

Two sales were completed this month: One in the Tudor Building for $97,000 and one in the West Tower for $734,000. Five units have transferred so far this year for an average sales price of $132 per sq. ft., the highest ever. Benoy Joseph commented that it is good to see that Owners are investing by buying and renovating their properties here. have averaged 4 to 6 transfers per year.

GENERAL MANAGER’S REPORT: Paul Stroud reported that staff is still working on filling the 1 or 2 current job openings. Despite staff shortages, he feels that staff morale and relationships have improved since employees are now engaged at a much higher level. Larry McHugh, Facilities Manager, and Glenn Henry, Maintenance Lead, are both working very hard to get all work completed despite staff shortages. President Green suggested contacting the local vocational and trade schools such as Max S. Hayes High School for potential entry level employees, as students are now graduating.

The “Tree-mendous Hundredth Anniversary Dinner” scheduled for June 25 currently has 126 reservations, for a maximum capacity of 175 guests. Staff is planning out how to manage all the details for this event.

Delinquencies: Currently, there are five notable delinquencies, but most of them are still manageable. There is one foreclosure action complaint that was filed by our attorneys last August and motioned most recently on March 25 for a summary judgment for which we are still waiting. Jessica Schreiber expressed frustration that finalizing the foreclosure is taking so long and asked attorney Bill Lang, a unit owner present at the meeting, to comment. Mr. Lang suggested that the board ask our attorney to put pressure on the Magistrate to expedite this action and to prevent other possible delay tactics by the unit owner.

Capital Projects: Painting is currently being done in the back halls of the Courts Building which will be followed by honing and polishing the concrete floor bringing out the red tint of the original concrete. The ADA ramp is still waiting on the required ADA railings which won’t be here from the fabricators until at least July. The doors and walls in the Office area are also being painted and, in total, six buildings are being currently worked on. Money in the Reserve Fund will be used mostly on debt service this year, but also on some necessary grounds repair, window replacement and masonry work.

Gas Meter Project: Paul Stroud reported that Management and residents will be meeting with representatives from Dominion Gas Co. this Thursday to discuss a change in the scope of work and a rule change by Dominion that will negatively impact our gas meter project. Bill Lang will also attend the meeting.

Bylaws Amendment: This amendment, newly approved by vote of the Owners, allows the Board to hold the Annual Meeting electronically if needed, a situation which became apparent during the Covid crisis. The amendment has now been officially filed with the Cuyahoga County Recorder.

Shaker Square: Paul Stroud deferred to Terri Hamilton Brown to give a full update later in the meeting on the status of the receivership situation at Shaker Square. Although the Coral Company (owner: Peter Rubin) still owns the Square, a plan is being worked on to finalize the sale by June 2022 to two area non-profit associations which are attempting to find a local buyer who will keep the best interests of the neighborhoods in its plans during re-development. The Coral Company, however, still owes Moreland Courts for its rental of our parking lot spaces through an easement agreement. Paul Stroud feels that our interests are protected from any default.

Security Office and Break Room: President Green reported that these renovations are mostly complete, and that the better arrangement of the new cabinetry has greatly improved the looks and functionality of that office.

Treasurer’s Report: Treasurer Jim Collins reported that the Budget and Finance Committee met last week with three new members, Bill Lang, Gil Lowenthal and Nancy Weinberg-Honig. After review, the committee members felt that our current deficit is manageable and that there are ways to meet the additional expected deficit over the coming year. The finance reports are posted on the website for all owners to see.

COMMITTEE REPORTS:
Budget and Finance Expense Committee: (also see above): Chairman Benoy Joseph asked Finance and Accounting Manager Mildred Brooks to help the Board understand this additional deficit. Ms. Brooks detailed some of the unexpected costs, how timing affects monthly expenses with when they are incurred and explained how to address this in the future. She explained that our two largest expenses are maintenance of the boilers and of the landscaping, and that in the future these costs can be spread differently in the budget so as not to cause additional strain.

Jessica Schreiber asked how much inflation has factored into our debt. Manager Paul Stroud said that it has not made much of a difference so far, but that we have had large expenses recently.

Landmark Committee: No report this month, as they haven’t met since last meeting.

Facilities Committee: Chair Jessica Schreiber reported that the Facilities Committee met on May 20 and discussed two pressing topics. The first topic was the gas meter project which had been scheduled to begin in June. Paul Stroud was recently informed by our project consultant that Dominion Gas had recently adopted a new rule which requires that all house gas meters be located outside the buildings (not inside the buildings as currently) and that Moreland Courts would be required to pay to have ours moved to the exterior. There would be significant cost to us to do this. In addition, placing them on the outside the buildings may conflict with our historic building status on the National Register of Historic Places which requires no significant external changes to the property. Paul Stroud and Eric Schreiber will meet with Dominion this Thursday to discuss this last-minute change.

A second topic concerned the West Garage roof. Under the Reserve Study, the West Garage roof had been scheduled to be replaced in 2024. However, because of significant leaks recently detected during an infrared study, this will need to be done sooner. A subcommittee of the Facilities Committee will investigate options for a new roof, including the possibility of including solar panels, and will report back to the committee. After looking at different options with priority given to timeliness and price, the Facilities Committee will bring a recommendation to the Board. The cost of this project will come from the Reserve Fund by (1) delaying planned repairs to the back line roads at Moreland Courts for one-year; and (2) reducing the end of the year balance of $300,000 in the Reserve Fund to $250,000. This buffer amount of $300,000 is in place for adjustments such as this but will be restored back to $300,000 within a year. The buffer amount is intended to enable spot adjustments when the need is presented, and it has worked well for us.

President Green added that he has asked Paul and the Facilities Committee to look at the condition of all exposed metal surfaces around the property (railings, fire escapes, etc.) as part of our preventative maintenance program.

Rules Committee: Carol Lowenthal reported that as she is now on the Board, she will no longer be the Chair of the Rules Committee. Jan Devereaux, currently a member of the Rules Committee, has agreed to serve as Chair. Carol Lowenthal then moved, and Jessica Schreiber seconded a motion that Jan Devereaux be named the new Chairperson of the Rules Committee. The motion passed unanimously. Jessica Schreiber requested that Carol Lowenthal be appointed Board Liaison to the Rules Committee since as Vice President, Ms. Schreiber now serves as Chair of the Facilities Committee.

Newsletter: In the absence of Board Liaison Kathleen Hickman, Newsletter Editor Eric Schreiber made the report. By way of background, Eric said the Moreland Courts newsletter has been printed off and on since 1993 and is currently under the auspices of the Board. So far this year four newsletters have been published and a fifth will be coming out soon. The members of the Newsletter Committee are reporters Eric Schreiber, Kathleen Hickman, Jean Somers and David Beach, and proofreaders Pam Hamilton and Rosalie Litt,, and with Administrative Assistant Tiara Smith handling layout and design and providing administrative support. Eric said that the “soft deadline” for each issue is the 20th of each month.

President’s Report: Archie Green told the Board that his goals for the year include the timely completion of projects, recruiting new talent to the committees, and that each meeting would take no longer than one hour. He also said that Jay Cusimano, our M.C.C.A. attorney had told him that we have the most active and successful Board of all the similar associations that he has ever worked with and that we should continue to keep our good volunteers on our committees so that we can continue to replace members of the Board with experienced owners as the Board turns over. He also suggested that all our committee members should continue to take a more active role on those committees. As an example, those on the Facilities Committee, could actively make themselves aware of the various needs within their own buildings.

New Business: Terri Hamilton Brown, an East Tower resident who has been working since October as a consultant to Cleveland Neighborhood Progress and for Burten Bell Carr Development, two area non-profit development corporations, gave a lengthy update on developments with Shaker Square. In April 2022 Cleveland City Council approved granting Burton Bell Carr and Cleveland Neighborhood Progress a $12 million loan, which was needed for them to purchase Shaker Square. Council Representatives Deborah Gray (Ward 4), Council President Blaine Griffin (Ward 6) and neighboring Councilman Joe Jones from the Lee-Harvard area (Ward 1) were very helpful in moving this action through Cleveland City Council.

Shaker Square has been in receivership for over a year and a half, but even though Peter Rubin of the Coral Company is no longer involved with operations, he is still the owner of the property, so any sale needs to be negotiated with him. The lien holder of the property is Wilmington Trust in Delaware, so negotiations also include them.

Ms. Hamilton Brown encouraged this Board to invite our new Councilwoman Deborah Gray to a meeting with residents to discuss Shaker Square, among other topics, and ask her how we might support her efforts to help our community.

Correspondence: None

Adjournment: On motion of Jessica Schreiber, seconded by Carol Lowenthal, the meeting adjourned at 8:05 p.m. to go into Executive Session to discuss a personnel matter.

Before ending the meeting, President Green asked that we all keep the shooting victims in Buffalo and in Texas in our thoughts.

EXECUTIVE SESSION

By motion of Jessica Schreiber and seconded by Carol Lowenthal the Board re-convened in Executive Session at 8:06 p.m. on 5/24/22 to discuss a personnel matter. The meeting adjourned at 8:25 p.m.

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 Carol A. Lowenthal, Secretary Paul Stroud, Jr., General Manager