

**MORELAND COURTS CONDOMINIUM ASSOCIATION, INC.**

**Board of Directors Meeting**

**June 28, 2022**

**Minutes**

**REGULAR MEETING**

**CALL TO ORDER AND DETERMINATION OF A QUORUM**

The regular June 2022 meeting for of the Moreland Courts Condominium Association Board of Directors was held remotely via Zoom on Tuesday, June 28, 2022. In attendance were President Archie Green, Vice President Jessica Schreiber, Treasurer Jim Collins, Secretary Carol Lowenthal and Director Kathleen Hickman and Chris Malstead. Management was represented by General Manager Paul Stroud, Jr., Finance and Accounting Manager Mildred Brooks, and Administrative Assistant Tiara Smith.

Not in attendance: Director Benoy Joseph.

Also in attendance via Zoom, were owners Eric Schreiber, David Beach, Lee Heinen, Sharon Milligan, Mark Malkin, Dorothy Lammers, Elizabeth Fehsenfeld, Jonathan Shanes, Jeff Wolk, Sara Wotman, John Gearity, Sabrina Inkley, Doug Honig, and Judy Richards.

President Archie Green determined the presence of a quorum and called the meeting to order at 7:00 p.m.

**APPROVAL OF THE BOARD MINUTES:** The minutes from May 24, 2022, meeting of the Board had been sent out to board members for review in advance of this meeting. The name of the Budget and Finance Committee was corrected, and Board Treasurer Jim Collins was identified as its chairman, while Benoy Joseph is the Board Liaison to that committee.

It was then moved by Jessica Schreiber and seconded by Jim Collins that the minutes be approved as corrected. The motion passed unanimously.

**OWNERS' COMMENTS AND CONCERNS:** none

**REAL ESTATE LISTINGS AND UNIT SALES** as of May 31, 2022: Currently, there are three units for sale: 13415 #7A1 has been reduced to \$84,900 because it also needs major repairs. The Unit at 13705 #6A has had two offers and will probably be going under contract. Most units are not staying on the market very long and there have been five sales so far this year, with sales prices up considerably from prior years. There were no closings during May. In the printed report the percentage per square foot column one of the listings was corrected.

## **MANAGEMENT REPORT:**

**The “Hundredth Anniversary Dinner”** held Saturday evening, June 25 in the East Garage was extremely successful! The Moreland Courts Staff put in much effort with everyone helping make it so. Many thanks went to Mebby Brown and her committee for organizing this enjoyable event.

**Delinquencies:** One Unit which had been in default in payment of monthly condominium fees has now been cleared with full payment of all charges and the owner is now current in payments.

**Window Replacements:** One owner has begun the restoration of the windows, and another has contracted with Pella for new windows. There are currently six additional Units where the windows have not yet been either replaced or refurbished. All six are paying the monthly delinquency fines.

**Capital Reserve Projects:** The painting in the Studio Building has been completed and the work on the basement floor of the Tudor Building is almost complete. Building 12 will be worked on next. One door in the Studio building is being refinished and the replacement of damaged marble in the entrance will be started in early July. We are still waiting for the ramp, railing, and ice melting system to be installed behind the Courts Building. Wall plastering is being done in some units, painting continues in the Office and a beam has been installed there for wall repair. Landscaping is being planted behind the East Tower to screen the view of condensers. Masonry repairs are being performed where indicated and capstone replacement is also being done.

**Gas Meter Project:** Paul Stroud reported that Dominion Gas Co. has agreed that due to Moreland Courts' designation on the National Register of Historic Buildings they will exempt us from the requirement that gas meters be moved to the front of each building, so this project to consolidate the meters is now moving forward again. Work is expected to begin on July 5.

**Shaker Square:** There was no update of information on the sale of Shaker Square, as Paul Stroud reported that the parties are still negotiating an acceptable price but seem to be close to an agreement.

**Owner Concern:** Mark Malkin, a new owner, asked about the damaged and missing concrete pieces at the front entrance of the West Tower. General Manager Paul Stroud Jr. said they are aware of this, that the hazardous area will be repaired soon and the entire area will be replaced and waterproofed next year.

**TREASURER'S REPORT:** Treasurer Jim Collins reported that normally the Association's monthly income is steady with expenses usually high during December through March, lower in the later months, but ending in a balanced operational budget by the end of the year. However, this year our operational expenses were way over budget for both April and May due to some major expenses. This deficit is not in the capital budget or Reserve Fund. The Budget and Finance Committee has met to discuss this deficit and to look at ways to deal with this.

Mildred Brooks, Accounting Manager, then noted that this deficit is being taken care of and we are looking into how we can better schedule our projects to get the budget back

on target. She expressed confidence that we can make up this deficit by the end of the year due to one large bad debt having now been repaid and by reclassifying some of the expenses to the Reserve Fund.

President Green commented that we can also look at projects in the capital budget which have not yet been initiated that can be delayed until this deficit is erased. Treasurer Collins said the committee would start its budget planning earlier this year as this issue and inflation will make this a bigger challenge than usual.

### **COMMITTEE REPORTS:**

**Budget and Finance Committee:** (See Financial Management Report above):

**Landmark Committee:** No report this month.

**Facilities Committee:** Chair Jessica Schreiber reported that on July 15 this committee will do a walkaround the buildings and grounds with a checklist to gain a better understanding of all our facilities. They also plan to do a survey of residents to determine needs and will designate a resident ombudsman for each building to help maintenance by reporting any concerns in each building.

The gas meter consolidation project is moving forward, as is the roof over the West Garage which needs to be replaced this year because of water damage. Eric Schreiber, David Beach, Larry McHugh, and architect Chuck Miller have been meeting with solar panel companies about the viability of putting an array of solar panels on about half of the roof and are encouraged that this large, low, flat roof would lend itself to easy installation. An estimated expense of \$100,000 could help to offset some of our electricity costs. The current tangle of electric meter wires, however, complicates the project. They will be talking with several more companies for ideas and estimates. They will also be looking into how this project might be financed, with the long-term intent to keep our costs of electricity below our current costs.

This committee is also looking into the possibility of planting greenery to help with storm water runoff on the rest of the roof. David Beach said if we do it right, we should be saving money from Day One. They will continue to consider how best to coordinate these projects even if they need to be done in phases because of the costs.

**Rules Committee:** There have been no issues brought to the Rules Committee this month. However, there have been inquiries about how we are handling reimbursement for electricity usage with the increase in numbers of electric cars here. Jessica suggested that we need to set up an equitable monthly fee structure for all. Carol Lowenthal, Board Liaison to the Rules Committee, will ask the committee to investigate this question and bring a policy proposal to the Board..

**Newsletter:** Kathleen Hickman, Board Liaison, asked that the Newsletter be able to take a breather during July and August. They have been publishing an issue each month and because the Board doesn't meet during those two months there won't be as much to report on. Carol Lowenthal wondered how this would affect keeping residents informed about the various projects that are still ongoing and it was felt that this could be handled through emails from the Office. Mrs. Hickman also said that they are always looking for more residents who would like to write articles for the Newsletter.

**PRESIDENT'S REPORT:** President Archie Green again thanked Meby Brown and her team for the outstanding job of coordinating our 100<sup>th</sup> Anniversary Dinner last



weekend. The event was so wonderfully done with entertainment and catering, and the East Garage was beautifully decorated. In addition, the Moreland Courts Staff contributed greatly, putting in long hours, to the success of this event. He also suggested that in our next newsletter we need to recognize our long-standing Moreland Courts employees who have been here for twenty years or more.

Next, he recognized Lee Heinen and her committee for all that she has been doing on the rotating series of exhibitions in the West Gallery, featuring the artwork of residents as well as other artists of interest. He also thanked Bill Lang and the committee for meeting with the gas company about not needing to move the gas meters.

President Green next commented on the dumpster that was widely used this spring to help clean out the stairwells and back halls. He said we will try to have a dumpster here at least once a year for this purpose. Finally, he raised the issue about the large Recreational Vehicle that was parked on the grounds last week. The Rule, he explained, is that the parking of RVs or trucks is not permitted except by permission of the General Manager, and for a maximum of 48 hours. Alternatively, the owner is allowed to park it in our unprotected lot behind CVS or to rent a space in an RV Park.

**New Business:** There are still 6 Units not in compliance with our window replacement or refurbishment policy. Two of these Units are unoccupied. The Board will be taking a more active role in encouraging these Units to complete this obligation. Jessica Schreiber asked if MCCA could do these jobs ourselves and then put a lien on that property to recoup the costs. She asked if our next step should be an assessment. Paul Stroud suggested requesting a conference with our attorney Jay Cusimano, to discuss options.

**Correspondence:** None

**Adjournment:** On motion of Jim Collins, seconded by Kathleen Hickman, the meeting adjourned at 8:09 p.m. to go into Executive Session to discuss a personnel matter.

**EXECUTIVE SESSION: June 28, 2022**

By motion of Jessica Schreiber and seconded by Carol Lowenthal the Board and Finance Manager Mildred Brooks re-convened in Executive Session at 8:10 p.m. on 6/28/22 to discuss a personnel matter. The meeting adjourned at 8:42 p.m.



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Carol A. Lowenthal, Secretary



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Paul Stroud, Jr., General Manager