

# MORELAND COURTS CONDOMINIUM ASSOCIATION, INC.

## Minutes of the Board of Directors Meeting

November 29, 2022

**CALL TO ORDER AND DETERMINATION OF A QUORUM:** The regular November 2022 meeting for of the Moreland Courts Condominium Association Board of Directors was held remotely via Zoom on Tuesday, November 29, 2022. In attendance were President Kathleen Hickman, Vice President Jessica Schreiber, Treasurer Jim Collins, Secretary Carol Lowenthal and Directors Chris Malstead, Benoy Joseph, and Archie Green

Management was represented by General Manager Paul Stroud, Jr., Finance and Accounting Manager Mildred Brooks, and Administrative Assistant Tiara Smith.

Observing the meeting via Zoom, were Owners Terri Hamilton Brown, Jan Devereaux, Sue Dreitzler, Lillian Emmons, Faye Gary, John Gearity, Sabrina Inkley, Dorothy Lammers, Gil Lowenthal, Sharon Milligan, Noel Nilson, Judy Richards, Eric Schreiber, Jonathan Shanes, Nancy Shanes, Brit Stenson, Gordon Wean, Sara Wean, Nancy Weinberger-Honig and Sara Wotman,

Outgoing President Archie Green determined the presence of a quorum and called the meeting to order at 7:05 p.m. He explained that there would be changes in leadership because he has sold his Unit and is moving out of state. He introduced the new President, Kathleen Hickman, who had been elected president by the Board via email vote of approval on Nov. 7, 2022. He then introduced Gordon Wean who had been selected to replace him as a Director on the MCCA Board at a Nov. 7, 2022 Special Meeting of the Board.

Kathleen Hickman welcomed Gordon Wean to the Board. She then reminded those observing the meeting that discussion will be among Board members, without comment from the observers, although the Board welcomes emails or comments outside of the meetings.

**OWNERS' COMMENTS AND CONCERNS:** There were no questions or comments from the Owners.

**APPROVAL OF THE BOARD MINUTES:** The minutes from the 10/25/22 meeting of the Board had been sent out to board members for review in advance of this meeting. There were three corrections of the recording of the Management Report:

- Jim Collins corrected the first paragraph of the Treasurer's Report on Page 2 to read "Annual Capital Fund" (not "Reserve Fund")
- Benoy Joseph corrected the "Reserve Fund Planning" to read "...bring in a new Reserve Consultant to "help update the Reserve Study" (not "update the Reserve Fund")
- Jessica Schreiber corrected the heading "Delinquencies" to "Aging"

Jessica Schreiber then moved to accept the minutes as corrected and James Collins seconded the motion. The motion carried. Gordon Wean abstained since he had not participated in that meeting.

**REAL ESTATE LISTINGS AND UNIT SALES:** Paul Stroud announced that there are currently four Units on the market, including one under contract. He noted that there has been a consistent increase in the asking price per square foot. There have been no closings since the September meeting.

**MANAGEMENT REPORTS:**

**Liens and Foreclosures:** Paul Stroud reported that we are preparing to file a lien against one owner who is behind on monthly assessments and has not responded to communication attempts. This owner has fallen behind in the past but has always responded to notices and send a catch-up check. However, our policy is to file a lien after 60 days and it is now past that time. The owner has never occupied the Unit. A different Owner who had recently been very close to foreclosure has now been keeping up with payments as are all other owners.

**Annual Capital Reserve Projects:** The electrical system for the ice melting mat is expected to be installed behind the Courts building next week and then the mat will be installed. He is anxious to see how well this will work because he would like to install these at all front entrances, as this should help eliminate salt being tracked into the buildings. A different “ice melt” system, which is already imbedded in the concrete behind the East Tower, is working quite well.

The Reserve projects for this year have been completed by replacing a rotted-out church-style window at the top back of the Point Building. The replacement is a beautifully crafted, exact replica of the original and is in keeping with our historic architecture.

We are planning to bring in the Reserve Study consultant to update the Study soon.

The Gas Meter replacement project will start after the first of the year.

**Window Replacements:** One more Unit is under contract for window replacement with Pella. Jessica Schreiber has put an additional Unit in touch with the Restoration Society for a low-interest loan to facilitate theirs. A letter will be going out December 1<sup>st</sup> to all who have not completed replacing or refurbishing their windows as required. The letter will be sent by mail, email and hand delivered.

**TREASURER’S REPORT:** Treasurer Jim Collins reported that the operations part of the Budget is still problematic, primarily because not enough residents are using the in-suite services and car washes that had been budgeted. On the expense side we continue to go over budget, particularly on maintenance, administration services and contracts. He has called for a meeting of the Budget and Finance Committee next month to try to figure out how to rectify this.

**BUDGET AND FINANCE COMMITTEE REPORT:** President Hickman introduced this report by saying that the Budget and Finance Committee, consisting of several members who have “impressive credentials” in this field, has met several times on this issue and has reached a budget which was presented to the Board in a meeting last week with an opportunity to ask questions. As Chairman of this committee, Treasurer James Collins thanked all the committee members for their hard work on this budget and moved that the Board adopt the budget that had originally been presented to the Board on November 17th. This motion was seconded by Carol Lowenthal and then opened for discussion. Jim Collins then proposed an amendment which he had sent to the Board

prior to the meeting, and he moved that his amendment be adopted. President Hickman then asked for a second to his motion to amend the proposed budget. As there was not a second, she declared that we could not move forward on his motion to amend. Treasurer Collins then read the motion that the budget for fiscal year 2023 be adopted as presented. This motion passed with one negative vote by Chair James Collins. President Hickman then thanked Mr. Collins and the Budget and Finance Committee for their fine work on drawing up this budget.

**FACILITIES COMMITTEE:** Chair Jessica Schreiber reported that the Facilities Committee met on November 12 and General Manager Paul Stroud presented the 2022 Annual Capital Budget Project for their review, as well as a proposed 5-year Annual Capital Budget Project and Reserve projects through 2041. The committee will decide which projects it recommends to the Board at its January meeting.

**Gas Meters:** They discussed their preference that the Gas Meter Replacement Project be started as soon as possible, rather than waiting for after the holidays. However, the gas company has said it will not begin until after the first of the year.

Paul Stroud then suggested that because of our high cost of plumbing repairs it might save money to hire an in-house plumber because of the many problems with our hundred-year-old piping. The Committee felt this was an idea worth pursuing since we now spend about \$75,000 per year on plumbing. Mr. Stroud added that most of that money is for replacing piping and we needed to budget \$140,000/year in plumbing and heating systems for 2023.

**Cable/Internet changes:** The committee is also enthusiastic about the possibility that the new cable contract with Spectrum for internet and cable services should have significantly lower cost for our residents. Paul Stroud explained that although the annual cable costs for the complex will go from about \$96,000/year to about \$105,000 it will provide universal wi-fi throughout all our facilities, including the garages and all the common areas which are not currently covered. Since our residents' current cable bills average about \$50 to \$75 per month, this should save about \$50 per month per household because they will no longer be billed individually for their internet service.

Each individual unit will have its own wi-fi service, rather than being shared with others. This new very high-speed internet will be at 500 bites per second for download and 200 bites per second for upload. Engineers from Spectrum have analyzed the property to determine how all these will be arrayed and expect to make the change early in the new year before our current contract expires in June.

In addition, when Dominion Gas Co. completes replacing our individual gas meters with one meter per building this should save each household about \$32 - \$40 for their individual minimum per month connection fee.

These reductions in cost per household of cable and gas should substantially offset the rise in monthly maintenance fees for 2023.

Following up on Archie Green's suggestion, the committee has now assigned a resident from each building who will do a periodic inventory with a check list within their building and report any problems that need to be addressed. This should also reduce costs by identifying any maintenance issues early.

**LANDMARK COMMITTEE:** No report this month.

**MARKETING COMMITTEE:** Chris Malkin reported that the Marketing Committee is reviewing some projects that might help boost service revenue for Moreland Courts as they remind owners of some of the services available to them.

We have been approached to take part in a national syndicated real estate TV show called “The American Dream, Selling Cleveland” that is coming to Shaker Square next week to do a segment on EDWINS. They are considering including a brief part of that show about Moreland Courts. This would entail some filming in our lobby area and mentioning our history.

Kathleen Hickman congratulated Archie and Debra Green as being marketing “poster children” when their Unit sold in only two days.

### **RULES COMMITTEE:**

**Electric Vehicles and Plug-in Hybrid Vehicles:** Chair of the Rules Committee, Jan Devereaux, reported that the Committee has been very busy with two major issues. First, they were tasked with recommending a fee structure for providing electricity to the growing number of Electric Vehicles and plug-in Hybrid vehicles in the garages. Prior to the meeting the Board had been sent a copy of the proposed plan. The committee recommends that a flat fee structure would be the best way to do this rather than collecting driving data from each owner to be tallied by office staff. After consulting with some owners here and looking at national studies, it appears that for a Moreland Courts resident driving 6,000 miles/year the charging costs for an EV would be about 5 cents per mile driven and for a plug-in hybrid about 3 cents per mile. Therefore, \$25/month seems a fair and appropriate amount to charge for an EV and \$15/month for a plug-in hybrid vehicle.

These fees will begin on January 1<sup>st</sup> and all owners of EVs, and plug-in Hybrids will need to sign up by January 1<sup>st</sup>, submitting their odometer readings then and again at the end of the year so that we can verify whether these fees are appropriate. This will be monitored and re-evaluated at the end of the year. As for the costs of installing the charging station equipment and the additional electrical connections needed, Moreland Courts will do the installation, but the cost of all equipment and its installation will be reimbursed entirely by the owner.

When there were no questions, Board Liaison Carol Lowenthal moved, and Jessica Schreiber seconded that this plan be adopted as presented. The motion passed without opposition. Following approval by our Legal Counsel, all EV and plug-in Hybrid car owners will be informed of the procedures to sign up for the first of the year start.

**Roofpatios:** Mrs. Devereaux then turned to the second issue concerning rooftop patios and she briefly summarized the situation. There are several concerns that are not met by our current patio policy, so this entire policy will need to be re-examined. She explained that Moreland Courts has 19 patios, most of which are “contiguous”, meaning that they are accessed only through an Owner’s private Unit. However, an additional five of them are on building rooftops and are accessed by going through a common area. These rooftops are owned by MCCA, and the fairness of which owners have the right to lease these patios is what is being challenged at this time.

As they are deliberating, the Rules Committee would be interested in any thoughts from Board members. Jessica Schreiber suggested that this is also a good time for all Owners

to be asked for their thoughts on constructing a policy that is fair to all. An article about this issue will be placed in the upcoming newsletter.

**NEWSLETTER:** Kathleen Hickman reported that the December newsletter is being prepared now and will be out in the early part of December.

**PRESIDENT'S REPORT:** Kathleen Hickman reported that we have been notified by our legal counsel that there are some changes in our Bylaws that are required by a new Ohio law. Copies have been sent to each member of the Board and this will be taken up in the January meeting.

She reminded everyone that contributions to the Holiday Fund for our employees are being collected now. As MCCA has a no-tipping policy, this is the only time of year when we collect donations from Owners to distribute good-sized "thank you checks" to our non-management staff. It is hoped that all owners will participate in this.

There is a December 4th concert in the Gallery and thanked Paul Stroud for arranging these concerts for Moreland Courts residents. She reminded all about the annual Holiday Party to be held at 6:00 p.m. December 8<sup>th</sup>.

**CORRESPONDENCE:** There was no correspondence to share with the Board.

**NEW BUSINESS:** There was no new business brought before the Board. Archie Green asked Administrative Assistant Tiara Smith how the new policy regarding work orders was going. She explained that it was working better, and they are still "tweaking" the form's details. She also recommended that if residents need to reach Paul, Larry, or Glen that it is best to give the message to Tae'Lour Block at the reception desk and she will be able to track them down.

Jim Collins then asked Paul Stroud how we are doing with scheduling a meeting with our Council Representative Deborah Gray. He said he has called her office twice and talked with her assistant, but he has not yet heard back. Terri Hamilton Brown said she has spoken with her, and she is more than happy to meet. She will follow up with her this week. Jessica Schreiber suggested it might help if we sent a letter from the Board inviting her to meet with us.

Jessica asked if we might recognize in the Newsletter the members of our staff who have been here for many years, some for decades. We could also put in a reminder about the end-of-the-year fund. Kathleen then reminded everyone to submit anything they wanted to go into the newsletter to Eric Schreiber.

**ADJOURNMENT:** On a motion by Jessica Schreiber, seconded by Benoy Joseph, the meeting adjourned at 8:07 p.m.



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Carol A. Lowenthal, Secretary

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Paul Stroud, Jr., General Manager