

# MORELAND COURTS CONDOMINIUM ASSOCIATION, INC.

## Minutes of the Board of Directors Meeting

February 28, 2023

**CALL TO ORDER AND DETERMINATION OF A QUORUM:** The regular February meeting of the Moreland Courts Condominium Association Board of Directors was held remotely via Zoom on Tuesday, February 29, 2023. All Directors were in attendance: President Kathleen Hickman, Vice President Jessica Schreiber, Treasurer Jim Collins, Secretary Carol Lowenthal and Directors Benoy Joseph, Chris Malstead, and Gordon Wean. 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 Marilyn Brown, Lin Emmons, Elizabeth Virginia Fehsenfeld, Virginia Garcia, Faye Gary, Terri-Hamilton-Brown, Nancy Hildebrand, Dorothy Lammers, Stacey Lang, Rosalie Litt, Gil Lowenthal, Sharon Milligan, Sue Nigro, Lloyd Owens, Judy Richards, Eric Schreiber, Sarah Wean, and Jeff Wolk.

President Kathleen Hickman determined the presence of a quorum and called the meeting to order at 7:00 p.m. Explaining that she was having trouble with her voice, she turned leadership of the meeting over to Vice President Jessica Schreiber.

**OWNERS' COMMENTS AND CONCERNS:** Dorothy Lammers asked about the timetable for the remodeling of the laundry rooms. Paul Stroud said that this would begin as soon as the scheduled plaster and repair projects are completed.

**APPROVAL OF THE BOARD MINUTES:** The minutes from the 1/24/22 meeting of the Board had been sent out to board members for review in advance of this meeting. There were four corrections to those minutes: an extra word in the first sentence, the misspelling of Brendan Patterson's name.

Under "Annual Capital Reserve Projects" The first sentence should read: "The Facilities Committee has been given a master list of future projects needed at Moreland Courts and they are asked to add other projects that they think should be on the list, as the Reserve Study consultant wants to have a comprehensive list to compile our 5-year plan.

Treasurer James Collins stated that because of technical difficulties with Zoom at the January Board meeting he had not been able to show his detailed report, so he would send the secretary a copy of that report along with the charts and graphs to be included in those January 2023 minutes. That Treasurer's Report should read that in the Year 2022 Operational Expenses exceeded Operational Income by \$180,000, principally due to 20-30% overspending beyond the budgeted amounts for repairs, contract services and expenses. This required the use of \$95,000 of Annual Capital Funds and \$80,000 of the Reserve Funds to cover these overages.

Benoy Joseph then moved, and Chris Malstead seconded that the minutes be approved as corrected. This motion passed unanimously.

**REAL ESTATE LISTINGS AND UNIT SALES:** Paul Stroud announced that the one Unit that had been on the market had closed during this month and there is now a Unit in the West Tower under contract. Sale prices are higher than they have ever been.

## **GENERAL MANAGER'S REPORTS:**

**Replacing West Garage Roof:** Construction on the West Garage Roof is now underway. There have been two change orders needed for things that had not been anticipated which will cost \$5,000 - \$6,000 each.

**Annual Capital Fund:** Mr. Stroud is hoping that the Board will consider finding ways to increase the amount in the Annual Capital Budget for next year as there are some projects he would like to see done. This fund is more for discretionary projects, as opposed to the Reserve Fund, which is for known infrastructure, maintenance improvements and replacement. Capital work on the masonry will be continued. We are anticipating seeing some cost savings this year.

**Delinquency:** We are pursuing legal action on one delinquency.

**Window Replacements:** This is going well. Two owners are now active with Pella Windows. However, windows which were restored rather than replaced are now showing signs of needing more maintenance done, which had been anticipated as most are almost 10 years old now.

**The Gas Meter Replacement project** has been completed and an issue regarding payment has been resolved.

**Staff Development** is continuing with the training of personnel, although we still have some issues with turnover.

**Employee Health Insurance:** The change to a new health plan seems to be going smoothly and no one has reported having to change health providers. All employees now have their new insurance cards with Anthem Insurance.

**The Spectrum Internet** changeover to universal coverage throughout Moreland Courts, increasing bandwidth and speed has taken place. People do appreciate the increased bandwidth, although exchanging and adjusting to new modems and routers was more complicated than had been anticipated.

## **COMMITTEE REPORTS:**

**Budget and Finance Committee:** Treasurer James Collins reported that the committee met last week. The January report came in with \$100 under the budget for expenses while the income was about \$1,000 under expenses. The committee went over the results from last year and is expected to be vigilant over the coming year.

**Facilities Committee:** Jessica Schreiber reported that this committee did not meet in February but will in March. They will be making their recommendations to the Board on the capital projects to be completed this year out of a budget of \$155,500. They are delighted that changeover of the **gas meters** went so smoothly. She also reported that when the **West Garage roof** is completed a sub-committee, consisting of David Beach,



Peter Hildebrand, and Eric Schreiber, will be reporting on the feasibility of installing solar panels to help reduce our electricity costs. They have been working with Paul Stroud and Facilities Director Larry McHugh on this. The **Resident Building Inspector Project** has been launched, and the training has begun. These inspectors will be going around their buildings quarterly with checklists to look for maintenance and housekeeping issues, especially safety issues, water damage or leakage concerns, so that these may be given immediate attention.

**Landmark Committee:** Jim Collins, Board Liaison, reported that the Committee Chair Karen Schiavone has called a meeting for this Thursday. They are currently looking at increasing and enhancing the **art displays in the Gallery** and will be working together with the Marketing Committee on this.

**RULES COMMITTEE:** Carol Lowenthal, Board Liaison, reported that the committee has been meeting frequently to discuss whether any of the rules regarding **rooftop patios** should be reconsidered, and other issues that are not covered by our current Rules. There are at least 15 issues complicating any solutions that they have been discussing with the interested residents and with MCCA attorneys. The committee's intention is to bring suggested revisions to the Board at the March meeting.

The committee is also dealing with the issue of **smoking** in some of our buildings where offensive smoke is escaping the residents' units and bothering those in neighboring units and common areas, sometimes raising serious health concerns in addition to the annoyance. An article regarding this will be in the upcoming newsletter.

**MARKETING COMMITTEE:** Chris Malstead reported that the Marketing Committee is putting together a proposal for **exterior lighting** and will be consulting with the Landmarks Committee on this. A second issue is that of developing a process to inform current residents who wish to be notified concerning any new **Units that are coming up for sale**. A third issue regards **spring cleaning of our public areas**, especially at points of entry into the complex, so that they can be as neat and clean and inviting as possible.

**NOMINATING COMMITTEE:** John Beeker, Chairman, reported that the committee, also consisting of Chris Kascsak, Dorothy Lammers, Ed Rybka and Paul Stroud, met on February 13, 2023. Five Owners had submitted applications for the **four openings coming up on the MCCA Board**. Three of these openings are the positions of current Board members, Kathleen Hickman, Jessica Schreiber, and Chris Malstead, who are completing their first two-year terms and are eligible for another two-year term. As the Nominating Committee traditionally supports the renomination of current Board members who have served well and wish to continue, that left only one opening for a new person.

Of the two candidates, Lloyd Owens has lived at Moreland Courts for 18 years and has served on the Landmark Committee and more recently on the Budget and Finance Committee. The other candidate, Jeff Wolk, moved to Moreland Courts two years ago from New York City where he had experience in real estate and residential management. He has served on the Facilities Committee for the past year. Given the length of Ownership and of time served on committees, the Nominating Committee voted that Lloyd Owens be recommended for the opening. They encouraged Jeff Wolk to continue to serve on his committee and to again present himself as a board candidate after more experience living in Moreland Courts.

Chris Malstead inquired about the exact function of the Nominating Committee and the Board discussed this briefly.

A motion to accept the report of the Nominating Committee was moved by Kathleen Hickman and seconded by Benoy Joseph. The vote to accept the report was unanimous.

**NEWSLETTER COMMITTEE:** Kathleen Hickman reported that the Newsletter is now a year old. She thanked editor Eric Schreiber for his work in putting it together, as it is a valuable asset to our community. Eric reminded all that the newsletter comes out following each Board meeting so the next one will be out in about a week. They are always looking for additional writers, so anyone is welcome to submit pieces about anything they think is relevant and of interest to the Moreland Courts community. They are always open to suggestions. Jean Summers, David Beach, and Rosemary Richards in Reception are writers; Rosalie Litt and Pam Hamilton are proofreaders.

**PRESIDENT'S REPORT:** Jessica Schreiber read the President's report in the place of President Kathleen Hickman. Those residents who attended the "Listening Sessions" on February 10 were thanked for sharing their thoughts and ideas, which ranged from the artwork displayed in the Gallery to how best to make 911 calls and appreciation for how excellent our staff is in handling emergencies. Residents are welcome to contact Board members at any reasonable hour with their concerns or suggestions.

**Shaker Square:** Tania Menesse, CEO of Cleveland Neighborhood Progress Inc., would like to meet with us and do a presentation about what is happening at Shaker Square. We also want to meet with our **Councilwoman Deborah Gray**, since she had to cancel a previously scheduled meeting with us.

President Hickman would like to have a **welcome reception for new residents**, as had been regularly done prior to the Covid epidemic. She also congratulated employees Keith Richards for 28 years of service, and Denisha Martin on the birth of a daughter. Sympathy was expressed to Owner Brett Stenson on the recent death of his wife Kate Stenson.

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

**NOMINATING COMMITTEE:** Manager Paul Stroud then noted that the Board needed to vote to **accept the report of the Nominating Committee** and to vote on its recommendation. Kathleen Hickman moved that we accept this recommendation and Benoy Joseph seconded the motion. It was then passed unanimously.

**FACILITIES COMMITTEE:** Paul Stroud then reported that the Facilities Committee had recently restored all the **original outdoor lanterns** on the outside of the Tudor Building. They are quite beautiful and will be reinstalled when weather permits. He thanked Mebbly Brown for her help in facilitating this.

**NEW BUSINESS:** There was no new business brought up by the Board.

Owner Jeff Wolk recognized by Jessica Schreiber, asked how a resident can be placed on one of the committees. It was explained that the resident could express interest in serving on a committee and that the Board annually approves the composition of each committee. Mr. Wolk then said that he would like to be placed on the Rules Committee to replace member Debra Green who has moved away, leaving a vacancy. He commented that he has 30 years of experience that he could contribute, and that he had not been able to show his detailed report from last month he has an interest in one of the issues they are dealing with at this time. He was told that his request would be taken under consideration.

**ADJOURNMENT:** On a motion by Chris Malstead and seconded by Gordon Wean the meeting adjourned at 7:55 p.m. to go into an Executive Session to discuss a personnel issue.



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Carol A. Lowenthal, Secretary



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Paul Stroud, Jr., General Manager

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**MORELAND COURTS CONDOMINIUM ASSOCIATION, INC.**

**Executive Session of the Board of Directors**

**February 28, 2023**

The MCCA Board reconvened at 7:57 p.m. on February 28, 2023, in Executive Session to discuss a personnel issue. The meeting adjourned at 8:19 p.m.

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Carol A. Lowenthal, Secretary

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Paul Stroud, Jr., General Manager

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