**MORELAND COURTS CONDOMINIUM ASSOCIATION, INC.**

 **Minutes of the Board of Directors Meeting**

**March 28, 2023**

**CALL TO ORDER AND DETERMINATION OF A QUORUM:** The regular March meeting of the Moreland Courts Condominium Association Board of Directors was held remotely via Zoom on Tuesday, March 28, 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 Terri Hamilton Brown, Jan Devereaux, Lin Emmons, Faye Gary, Franklin Hickman, Dorothy Lammers, Fred Livingstone, Lloyd Owens, Judy Richards, Nancy Shanes, Eric Schreiber, Virginia Tarcia, John Vidoli and Sara Wotman.

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

**OWNERS’ COMMENTS AND CONCERNS**: There were no comments or questions.

**APPROVAL OF THE BOARD MINUTES:** The minutes from the 2/28/22 meeting of the Board had been sent out to board members for review in advance of this meeting. James Collin moved, and Jessica Schreiber seconded that the minutes of 2/28/22 be approved This motion passed unanimously.

**REAL ESTATE LISTINGS AND UNIT SALES**: Paul Stroud announced that one Unit had been placed on the market this month and was under contract before the office had been notified.

**GENERAL MANAGER’S REPORTS:**

**Delinquency:** A lien has been placed on the property of an Owner who has been delinquent on monthly assessments for several months. This is being handled by our attorneys Kaman and Cusimano, Ltd. and we are awaiting a response from the Owner.

**Staff Development:** Mildred Brooks reported that they have been working on “growth and development” and that great strides have been made during these last two years. Paul Stroud has been working with the housekeeping employees and they will be working together once a week.

**Reserve Fund:** There are currently two major projects: the West Garage Roof and the modernization loan for the elevator replacement.

**Window Replacements:** There have been two new window installation this month: one in Building 7 and another in Building 8, bringing the ones still needed to just a few.

**Plumbing Issues:** The need for plumbing repairs continues to accelerate, but so far, the volume is still manageable.

**Board Room:** The equipment needed to have both live and visual meetings in the Board Room at the same time has been ordered and should be installed soon.

**Replacing West Garage Roof:** This project is well underway and proceeding according to schedule.

Director James Collins suggested that because our Facilities Manager Larry Hugh has a vast array of knowledge about the workings of Moreland Courts buildings that this information should be documented for future need.

**COMMITTEE REPORTS:**

**Budget and Finance Committee:** Treasurer James Collins reported that the Budget & Finance Committee has not met since the previous Board meeting.

**Audit Committee:** Treasurer James Collins reported that the 2021 and 2022 Auditor’s Report for years ending 12/31/21 and 12/31/22 were presented on 3/28/23 by Brandon Miller, CEO and Aseem Appal, Auditors of HW & Co. to the MCCA Board of Directors and to the MCCA Audit Committee in a combined meeting. They reported:

 --that these had been “really good years for the Association, with positive cash flows in both 2021 and 2022”,

 -- that our loans for renovations and for the elevators are on track to be paid off in the next couple of years, and

--that these were “Clean Audits”.

The Audit Committee had then voted to recommend that the Audit Report be approved by the MCCA Board of Directors

**Facilities Committee:**  Jessica Schreiber, Chair, listed ten projects that this committee is recommending that the Board approve for funding, totaling an estimated $103,600.00. It was moved, and Benoy Joseph seconded the motion for approval, which passed without opposition. This leaves approximately $96,400.00 in their budget in anticipation of future electrical needs in the parking garages for the increasing numbers of electrical cars.

**Rules Committee:** Jan Devereaux, Chair, reported that there would be an article in this month's newsletter about smoking issues.  There have been several complaints of smoke from cigarettes escaping from some units into common areas as well as into other living units, causing distress as well as health issues for those residents.  In addition, smoke is an offensive odor upon entering any of our buildings.

The updating and revisions of the MCCA Policy regarding rooftop patios was then discussed. The current policy has inconsistencies and fails to address other issues that have arisen recently. The Committee presented a draft of recommended changes for consideration. Included was the recommendation that these changes would not affect the contracts with current EUL leasees but would go into effect for any subsequent contracts.

In discussion Board members suggested three amendments. After further discussion, they agreed that those three amendments should be incorporated into the current draft.  Then in the interest of moving the process along, knowing that the recommendations would go next to our lawyers for review and then come back to the board, the Board indicated a readiness to adopt the MCCA Revised Patio Policy and Procedure with the three amends made this evening.  Board member Benoy Joseph moved to adopt and Carol Lowenthal seconded the motion which passed unanimously.

**Marketing Committee**: This committee has not met since the last Board meeting.

**Newsletter Committee:** Editor Eric Schreiber said that they had not met recently, but the newsletter will be out soon.

**PRESIDENT’S REPORT:** President Kathleen Hickman reported on a meeting with Tania Menesse, President and CEO of Cleveland Neighborhood Progress, the new owners of Shaker Square.

The Annual Meeting of MCCA Owners will take place on May 1, probably both in-person and remotely.

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

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

**ADJOURNMENT:** On a motion by Chris Malstead and seconded by Carol Lowenthal the meeting was adjourned at 9:05 p.m.

 

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