

MORELAND COURTS CONDOMINIUM ASSOCIATION, INC.

Minutes of the Meeting of the MCCA Board of Directors January 30, 2024

CALL TO ORDER AND DETERMINATION OF A QUARUM: The January 2024 regular meeting of the Moreland Courts Condominium Assoc. Board of Directors was held remotely via Zoom on Tuesday, January 30, 2024. Directors in attendance were President Kathleen Hickman, Vice President Gordon Wean, Treasurer Benoy Joseph, Secretary Carol Lowenthal and Directors Chris Malstead and Lloyd Owens. Director Jessica Schreiber was out of the country.

Management was represented by General Manager Paul Stroud, Jr., Controller and Human Resources Manager Mildred Brooks, Operations Manager Tiara Smith and Facility Manager Larry McHugh.

Observing the meeting via Zoom were Angela Bragg, Marilyn Brown, Jeff Callahan, Jim Collins, Jan Devereaux, Jolin Dunn, Lin Emmons, Elizabeth Fehsenfeld, Virginia Garcia, Faye Gary, John Gearity, Mary Louise Hahn, Doug Honig, Sue Joseph, Dorothy Lammers, Stacy and Bill Lang, Rosalie Litt, Judy Richards, Jonathan and Nancy Shanes, Katalin Voros, Sara Wean and Sara Wotman.

President Kathleen Hickman determined the presence of a quorum and called the meeting to order at 7:03 p.m.

OWNERS COMMENTS AND CONCERNS: Marilyn Brown announced that there is a new merchant on Shaker Square, "Chrissy" who offers teas, espresso, non-alcoholic cocktails, and hot chocolate from her mobile cafe which is parked on the street between Dave's and the cinema. She encouraged everyone to support this enterprise, especially as there is not yet a coffee shop on the Square.

APPROVAL OF THE MINUTES: Several typographical errors in the November 28, 2023, minutes were corrected, after which Chris Malstead moved approval, seconded by Gordon Wean, and then passed unanimously.

REAL ESTATE LISTINGS AND UNIT SALES: General Manager Paul Stroud reported that there have been no new sales since the last meeting. There are currently two Units on the market.

DELINQUENCIES: Mr. Stroud reported that there are three Units currently in foreclosure because of default in monthly assessments. One is heading to a Sheriff's Sale this year and a second one is now making regular payments, reducing the delinquency significantly. The third one, whose current delinquency is the third time in four years, is not responding to his outreach.

GENERAL MANAGER'S REPORTS:

Reserve: We have contracted with an engineering firm to help us update our reserve fund in late winter/early spring. Owners Ed Rybka and Scott Fine will work with Paul and the consultant in this process.

Annual Capital: Paul reported that approval of a quote through Facilities/Landmark was sought for the reupholstery of three couches in the western side of the Gallery at a cost of \$13,000. A motion was made by Chris Malstead, seconded by Lloyd Owens, and approved unanimously by the Board. Other work to be undertaken with funds provided under the Annual Capital budget would be presented to the Board by the Facilities Committee at the March board meeting.

Windows: Another resident has now completed replacing the original windows with new Pella ones. Some of the Units where windows were "restored", rather than replaced, are now needing to be re-painted. It was suggested that at this time we should concentrate on those owners who have never initially complied, because those problems include unsightly peeling paint and a lack of any storm windows, and this is not fair to the others who live in the building. It was suggested that the Board should consider giving the owner a period of 7 days to show proof of having contracted for the window installation before having MCCA contract for the work and bill the owner for the costs. It was also suggested that some condominium associations publish the names of those who are not in compliance with the requirements or who are in arrears in their monthly assessments.

Staffing: Mr. Stroud reported that there may need to be some changes in our valet services. Two valets have been here since 2005, plus 75 more who have come and gone during that time. Another of our valets who has been here since 1985 will be retiring this summer. These positions are difficult to replace due to the physical responsibilities.

Prior to 2020 there were fewer than 15 to 20 packages delivered daily to the Security Office. Now we have 100 to 120 packages to be delivered each day, requiring much greater use of the valet services. At times, the valets feel overwhelmed by these increased numbers.

TREASURER'S REPORT: Benoy Joseph, Treasurer, reported: Moreland Courts' finances appear to be in good shape. We ended the past year with a positive net operating surplus of \$9,079—in other words, right on budget. December's operations were also on budget with a net loss smaller than what was budgeted.

Specific areas worth noting in the December and YTD financials are as follows:

Operating Income:

- The Association's December operating income of \$245,917 exceeded what was budgeted by \$2,452.
- Accounts Receivable showed \$113,440 in delinquent accounts at year's end with three accounting for 79%, one in foreclosure and two with liens filed against them.

Operating Expenses:

Total operational expenses were under budget for December, and over budget YTD by \$7,529.

- *Wages and Employee Benefits* remained under budget YTD.
- *Utilities* were over budget for the month but on budget YTD.
- *Maintenance & Repairs* (which includes items such as electrical, plumbing, supplies and cleaning, and owner suite repairs) was over budget for December by \$1,100, but on budget YTD.
- *Contracted Services* includes major items such as landscaping, security/fire safety, waste removal and recycling, cable TV, and elevator maintenance. Areas over budget were landscaping, security/fire safety, and waste removal/recycling. Contracted services were over budget for December and \$29,827 over budget YTD. Cable TV, accounting for nearly one-third of the total budget for contracted services, remains under budget by about \$7,200. The three big expenses in this category are cable TV (now with internet included: \$98,000), elevator repair & maintenance (\$86,000), and landscaping (\$98,800).
- *Administrative Expenses* were largely on budget for December but \$11,800 over budget YTD, with computer services, telephone, insurance, supplies, and bad debt write off accounting for the largest portions of expenses exceeding budget. Insurance continues to be one of our largest expenses: \$164,400 for 2023.

Other: Annual Capital (budget \$200,000) had expenses of \$182,155, under budget. Major items this past year were laundry room renovations, heating system repairs, and masonry repairs. ***Reserve Fund*** (annual budget \$625,000) has handled major YTD expenses such as West garage roof replacement (\$377,845) and interest expense on the Elevator Rehab Loan, \$98,371 YTD.

COMMITTEE REPORTS:

Shaker Square Redevelopment: Board Liaison Chris Malstead reported that Tania Menesse, CEO and President of Cleveland Neighborhood Progress, Inc., who oversees this project, will have a meeting with Moreland Courts residents in late February to explain their plans and expected timelines for renovations and to answer questions from residents.

Facilities: Gordon Wean, Chair, explained the process of selecting which projects proposed to the Facilities Committee are to be financed this year, with safety issues being given top priority as usual. The second highest priority is that of projects that would end up costing much more if delayed.

Residents' Experience: Bill Lang reported in the absence of Chair Jessica Schreiber. A tour of an exhibit of art from Southern China was held last month at the Cleveland Museum of Art, led by West Tower resident Clarissa Von Spee, who curated the exhibit. Also, a reception for new residents, a tour of our grounds and gardens, and a reception for the author of a new book about the Van Sweringen brothers are being planned for this spring.

Rules Committee: Chair Jan Devereaux explained a proposed policy that was drafted by the Rules Committee for the Board to consider in response to some complaints regarding garage parking mishaps. The resolution proposes that the privilege of parking in the garage can be revoked when

there are repeated accidents there by a driver. Board Liaison Carol Lowenthal moved and Lloyd Owens seconded the motion that the policy be adopted by the Board. After discussion, the motion was passed unanimously.

PROPOSED POLICY: REVOCATION OF PARKING RIGHTS

Parking rights may be revoked by the MCCA Board if the Board finds that a resident has caused damage to other cars in the garage more than two times in the previous year. The Board shall conform to the applicable notice and hearing requirements prior to revocation of parking rights.

The Board may recommend that the Management offer a parking remedial plan such as mandatory use of valet services or other measures in lieu of revocation. In the event such resident is unable or unwilling to accept the parking plan proposed by the Management, the Board may revoke the resident's right to park in a Moreland Courts garage.

Newsletter: The newsletter will be out next week.

President's Report: President Kathleen Hickman reported that the Board has been considering changing its current schedule to meeting in a formal Board session only every other month. Our Bylaws require that the Board meet four times per year. The intervening months could be used for a variety of work sessions on specific issues, or for informal listening opportunities for residents to express their thoughts and ideas to the Board. Committee reports could still be posted monthly on our website. She asked for residents to consider this change and share any feedback.

Correspondence: There was no correspondence for the Board to consider.

Security Enhancement: Mr. Stroud reported that the recommended improvements to Moreland Courts' security systems following a recent break-in through an outside door are being implemented. These include adding more lighting and upgrading our security cameras. In addition, for safety purposes all Moreland Courts key fobs have been changed to now allow residents to enter the complex through any of our front and rear doors.

ADJOURNMENT: As there was no further business, at 8:23 p.m. Benoy Joseph moved and Carol Lowenthal seconded that the regular meeting be adjourned so that the Board could reconvene in Executive Session to discuss a legal matter.

Carol A. Lowenthal

Carol A. Lowenthal, Secretary

Paul Stroud Jr., General Manager

MORELAND COURTS CONDOMINIUM ASSOCIATION, INC.

Minutes of the Board of Directors

EXECUTIVE COMMITTEE MEETING

January 30, 2024

The Moreland Courts Board of Directors met at 8:25 p.m. on January 30, 2024, in executive session to discuss a legal matter.

In attendance were President Kathleen Hickman, Vice President Gordon Wean, Treasurer Benoy Joseph, Secretary Carol Lowenthal, and Directors Chris Malstead and Lloyd Owens. Director Jessica Schreiber was out of the country.

Also in attendance was Jan Devereaux, Chair of the Rules Committee.

President Hickman opened the meeting to discuss a legal matter.

No action was taken.

The meeting adjourned at 9:09 p.m.

Carol A. Lowenthal

Carol A. Lowenthal, Secretary



Paul Stroud Jr., General Manager