

## Cleveland House Board Meeting

February 13 , 2023

(Via Conference Call)

The meeting was called to order at 7:05 p.m.

**Roll Call:** Board members John Julif, Ken Matzkin, Albert Anaim and Masha Diaz attended. Camila Tapias, Bridget Newell and Roger (Unit 308) attended as guests. Brett Griggs attended as the management company representative.

**Homeowners Forum:** Roger who is having a problem with the fan motor sound on the roof. Still waiting on the second quote to replace fans. The management company will follow up on that. Camila Tapias suggested to repaint the parking spots numbers, and the board will consider it as a future repair project.

**Parking:** Bridget Newell requested to remove parking spots list from the announcement board. The Board agreed to remove it and store the list on Cleveland House website and the owners' portal.

**Main Water Sewage:** Brett will contact All Plumbing to do inspection of the main stack water pipe to prevent cracks/leaks. Masha will follow up with the county again on the meter report. The management company will draft an email to the owners a reminder of what to flush or not to flush down the toilets to prevent further issues.

**Carpet Cleaning:** The management company will arrange the carpet cleaning of the first floor and lobby in April 2023.

**Fire Inspection:** The management company will schedule the follow up with Castle to make sure that all fire inspection issues will be addressed and fixed asap.

**Bonus to Martha:** Brett will make sure that the bonus check will be issued in March

**Unit 500 Repair Bills:** The management company is dealing with Servpro directly. The Board will address it again in March.

**Financial Report:** The management company will look into the duplicate payment of \$12,121.28 from November 2022 and January 2023.

**Executive Session:** At 7:58, the Board went into executive session.

**Next Meeting:** The next meeting will be on March 13, 2023 at 7 pm.

The meeting adjourned at 8:23 pm.

Respectfully submitted,

M. Diaz