

## **Cleveland House Board Meeting**

**January 12, 2021**

**(Via Conference Call)**

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

Roll Call: Board members Mary Rufe, Ken Matzkin, John Juilfs, Albert Anaim and Maria Diaz and management representative Alvaro Guerra.

Minutes: Upon a motion to approve made by John Juilfs and seconded by Ken Matzkin, the Nov. 10, 202- minutes were unanimously approved.

The annual meeting minutes will be in draft form and voted on at the 2021 annual meeting.

New Board Member: Albert Anaim was voted to be a member of the Board by acclamation at the 2020 annual meeting. John Juilfs, Ken Matzkin and Mary Rufe were re-elected by acclamation at the 2020 annual meeting.

Front Door: The management company had a contractor come and look at the front door which is not closing properly. The contractor will send a proposal to fix the metal frame which has tilted.

Brick Work: CWI has finished the main tuckpointing and is now replacing some window concrete slabs. The management company approved the color of the concrete.

Roof Repairs: The sixth floor had some water damage from a roof leak. The roof has been patched.

Newsletter: The Board will prepare a Winter newsletter to distribute to the building and send out to owners. It will cover the "Little Library" book exchange, package organization and looking at the mail ledge which needs to be secured to the wall or replaced plus other items.

Toilets: The email will go out on the toilet replacement offer from All Plumbing.

Next Meeting: The next meeting will be Tuesday, February 9, 2021 at 7 pm.

Upon a motion duly made by Ken Matzkin and seconded by Albert Anaim, the meeting adjourned at 8:00 pm.

Respectfully submitted,

Mary Rufe